

# **Principal Planner – Planning and Land Development Review**

- Job Type - Full Time, in-office, not hybrid.

## **Description of Job**

The County of Union is seeking a qualified candidate with knowledge and experience in planning, land development standards/ordinances, municipal land use law, land design, environmental regulations, master planning, and associated efforts to work in the Office of Planning within the County's Department of Engineering, Public Works & Facilities Management. Responsibilities include, but are not limited to:

## **Essential Functions and Responsibilities**

- To work on various items associated to the County Planning Board and associated planning related projects
- Knowledge and experience working on Local, Regional, and State Planning efforts;
- Ability to determine how various programs and regulations will impact the County and what efforts may be required
- Knowledge of Environmental and municipal regulations
- Experience and Ability to review Land Developments
- Show the ability of being detail oriented and organized with projects
- Knowledge of land use policies and land use design principles
- Knowledge and understanding of preservation planning, sustainability, and stormwater management
- Ability to review, interpret and transpose statistical data of varied type in appropriate visual form for use in planning and publicity activities
- Ability to manage various planning reports and site review work
- Ability to do field work/site visits as necessary to support various planning initiatives related to land development reviews
- Ability to create presentations, surveys, and public speaking
- Experience in preparing local master plans and ordinances

## **Qualifications**

- This position will require occasional night meetings and may require weekend meetings. Meetings may be virtual, hybrid or in-person.
- Interaction with staff and Local, State, Federal and Regional officials as required
- Strong Communication skills will be needed to facilitate interactions with the public, other county departments, boards, related officials, and associated agencies

- Strong written skills in relation to planning reports/studies, grant writing, analysis, and associated activities or projects
- Project management, under supervision, as needed
- Prepare grants, under supervision, research grant sources, and administer grant projects
- Understand subject matter and planning principles that apply to the implementation of the County Master Plan, including but not limited to: updating master plan elements, land development standards, land development review applications, and other associated planning efforts.
- Three (3) years of progressive professional experience in municipal, county, regional, or state planning.
- Graduation from an accredited college or university with a bachelor's degree including or supplemented by 21 semester hour credits in professional planning subjects such as the principles of land use planning, history of city planning, planning project design, resiliency and planning law and administration.
- Strong analytical/ problem-solving skills, presentation and writing skills;
- Working knowledge of ArcGIS Map/Pro, Story-maps, and related mapping tools, and basic web design
- Proficiency in Microsoft Office Suite, including Excel and Access, and graphic programs, Photoshop/Illustrator

**NOTE:** Possession of a current and valid license as a Professional Planner, issued by the New Jersey State Board of Professional Planners, or the possession of a current and valid credential as a Certified Planner issued by the American Institute of Certified Planners (AICP) may be substituted for the educational requirement.

**NOTE:** Possession of a Master's degree in Planning from an accredited college or university may be substituted for one (1) year of indicated experience.

Appointees will be required to possess a driver's license valid in New Jersey.

**Preferred but not required:**

- Two – Five years of supervisory experience
- Overall, 10 or more years of experience
- Professional Planner License

Salary Range is \$60,000 to \$80,000 dependent of education, experience, and skills.

**Job Location**

2325 South Avenue, Scotch Plains, NJ 07076

Contact: Mr. Kamal Saleh, PP, AICP, at 908-527-4268 or [KSaleh@ucnj.org](mailto:KSaleh@ucnj.org)