



## City of Lafayette - Assistant or Associate Planner

Salary / Pay Rate: \$65,971 - \$96,420 DOE

Job Type: Full Time

NOTE: The City does not participate in PERS.

The City of Lafayette is looking for an experienced professional in urban planning that can demonstrate a track record for providing high level analysis and excellent customer service. The successful candidate will be offered a position as either an Assistant or Associate Planner dependent on his or her prior experience and skills.

Lafayette prides itself on its vibrant downtown, beautiful tree-studded hillsides and great schools. Just 20 minutes from downtown San Francisco via BART, Lafayette offers an oasis of tranquility. Residents also expect personalized service to deliver customized solutions to the community's unique planning guidelines. This position will be part of the team that ensures that Lafayette retains its semi-rural character and "small town" downtown feel.

This is a challenging job in a great city! The new Planner will be joining a staff of dedicated, energetic and fun professionals.

The ideal candidate will be a high energy professional who is tactful, self-motivated, creative, and detail-oriented. Exceptional analytical and communication skills and the ability to write well and persuasively are required. Candidates should have a four-year degree with major coursework in urban planning, community development, business or public administration, or a related field.

Candidates for the Assistant position should have at least 2 years of professional experience in planning, zoning and related community development activities while candidates for the Associate position should have at least 4 years of professional experience. All candidates must have the ability to work some evening hours to attend Council and Commission meetings.

The Planner will perform the following major duties:

- Reviews routine to complex development proposals, applications, permits and plans for completeness and compliance and serves as project manager.
- Prepares and reviews environmental impact reports, prepares written initial studies, negative declarations, and staff reports.
- Assists the public as well as confers with and advises architects, builders, attorneys, contractors, engineers to clarify information relative to land use, zoning, code interpretation, general plan compliance, signage, and other issues related to the City's



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entitlement process.

- Staffs and assists limited-duration committees tasked with providing policy direction on advance planning studies.

The final filing date is March 30, 2018. To be considered, you must submit an online City of Lafayette Employment Application at [www.lovelafayette.org/jobs](http://www.lovelafayette.org/jobs), plus relevant materials that amplify your qualifications.

A job brochure and list of benefits is available on the job posting at [www.lovelafayette.org/jobs](http://www.lovelafayette.org/jobs)

Following the filing date, resumes will be screened and candidates with the most relevant qualifications will be invited to interviews in mid-April with an anticipated start date of May 2018.

Email [TRobinson@lovelafayette.org](mailto:TRobinson@lovelafayette.org) for questions.