

DIRECTOR, PLANNING

Salary: \$105,212 to \$184,575 Annually, negotiable depending on qualifications

Department: Planning, Zoning and Building(PZB)/Planning Division

Location: 2300 N. Jog Rd, WPB

Hours: 8:00 A.M. to 5:00 P.M., Monday - Friday; will be required to work during emergencies.

Other: Valid Florida Driver's License and PBC Risk Management Department driving history approval prior to appointment.

THIS IS AN AT-WILL POSITION.

Highly responsible, high profile position directing and coordinating the functions of Palm Beach County's Planning Division. Provides direction in the execution of programs and procedures for the Planning Division; monitors their effectiveness; directs and improves customer service response; and engages stakeholders to craft a clear and attainable vision for planning in Palm Beach County.

The Planning Director is responsible for the development and implementation of the County's Comprehensive Plan. Must be well versed in comprehensive plan development and implementation, and be prepared to identify and respond appropriately to current challenges facing counties in comprehensive planning. Supervises a staff of 30, including urban planners, planning technicians, and the County's Archaeologist and Historic Preservation Officer. Responsible for managing revenues and expenses for a budget of over \$3M while exercising operational and administrative control over the Division's functions.

This position is under the direction of the PZB Department Executive Director, and consults directly with the County Administrator, other County departments as well as elected officials. Works with special interest groups, industry leaders and the general public. Evaluates planning-related legislation and applicability to the comprehensive plan; reports events and projects to senior management and elected officials. This position requires excellent management skills, strong organizational aptitude, effective leadership abilities, strong written and oral communication skills, sound judgement, and a focus on customer service.

QUALIFICATIONS:

Master's degree in Urban Planning, Public Administration, or closely related field; minimum of five (5) years of supervisory experience in a large planning agency.

Equivalency: Bachelor's degree in Urban Planning, Public Administration, or closely related field and seven (7) years of supervisory experience in a large planning agency.

PREFERENCE FOR: Fifteen (15) years of professional experience in management/supervision, urban/regional planning, and housing, in a fast-growing community; knowledge of Florida Statutes, local government and communities. Also desirable: American Institute of Certified Planners (AICP) certification.

Visit www.pbcgov.jobs for job description and to apply online. May submit scannable application/resume with any Veteran's Preference documentation to Palm Beach County Human Resources, 100 Australian Avenue #300, West Palm Beach, Florida 33406 Info 561/616-6888 Fax 561/616-6893 (No e-mail applications/resumes accepted).

Applications/resumes must include Job ID number, and will be accepted no later

than 5:00 p.m. on the closing date. EO/AA M/F/D/V (DFWP), Drug Free Work Place; All employees of Palm Beach County may be required to work before, during and/or after a natural or man-made disaster or hurricane.