



DENVER REGIONAL COUNCIL OF GOVERNMENTS
OPEN POSITION ANNOUNCEMENT: Planner (Plan Implementation)
(October 2021)

As the Denver region's premier non-profit employer, DRCOG aims to make life better for people of all ages, incomes and abilities. We tackle the BIG issues, like growth and development, transportation and meeting the needs of older adults. DRCOG's success is built on, and defined by, long-standing partnerships and serving as a forum for discussing these, and other emerging issues and working collectively to find innovative solutions. Our culture and values fuel and inform the work we do, and employees are rewarded with competitive compensation, generous benefits and an adaptable work environment. Sound like a good fit? We'd love to meet you!

ABOUT THE POSITION OF Planner (Plan Implementation)

- This class specification represents only the core areas of responsibilities; specific position assignments will vary depending on the needs of the Division.
- UNDERSTAND. Researches best practices in planning and emerging trends; identifies existing and potential issues or opportunities; seeks out data and information for use in long-range regional planning and local planning practice; identifies potential funding partnership opportunities for DRCOG and local government members.
- COLLABORATE. Maintains productive working relationships with local governments and other DRCOG partners or regional planning stakeholders; works closely with communities to develop strategies to advance local and regional goals; communicates regularly with and between internal and external project stakeholders; seeks out input and engagement to inform regional priorities.
- PLAN. Provides and supports professional-level planning services for a variety of internal and external projects; assists in preparing and updating regional plans; leads the development of specific topic area plans and planning projects as assigned.
- INFORM. Makes recommendations for plan implementation locally; makes recommendations on regional planning priorities and program design; represents DRCOG in a variety of settings as assigned; develops and delivers presentations of findings and recommendations suitable for a variety of audiences.
- EMPOWER. Coordinates and implements program activities and that build the capacity of DRCOG's member governments and other planning partners; facilitates, frames and leads conversations with internal and external planning partners on key topics related to plan implementation; facilitates the provision of technical assistance or other resources to local governments or other regional stakeholders.
- Performs other duties of a similar nature and level as assigned.

A Planner working in the area of Metro Vision Plan Implementation is responsible for:

- Facilitating updates to [Metro Vision](#), the region's long-range plan for growth and development;
- Identifying, documenting or convening conversations around promising planning practice and local Metro Vision implementation activities, with potential areas of focus including pursuing more equitable outcomes through planning and policies, urban center development, age-friendly communities, the social determinants of health, community infill and redevelopment, or other similar initiative areas;
- Building the capacity of local governments and other stakeholders to implement Metro Vision by sustaining and improving existing programs, such as [Boomer Bond](#) and the [Community Mobility Planning and Implementation funding set-aside](#), while identifying opportunities to develop new programs and resources.
- Knowledge of the principles and practices of urban and regional planning;
- Knowledge of the principles and applications of critical thinking and analysis;
- Knowledge of best practices, trends and emerging technologies in local and regional planning;
- Knowledge of federal and state laws and regulations associated with planning and development;
- Knowledge of the connection between transportation and land use and its application in local and regional planning;

- Knowledge of the principles and practices in one or more of the following areas of planning practice highly desirable: climate change mitigation and adaptation, urban center development, health and the built environment, housing and community development, social determinants of health, or age-friendly communities concepts;
- Skill in managing or coordinating a project or program;
- Skill in problem identification, gathering and analyzing information and data, determining findings and making recommendations through various products (e.g. reports, presentations, data visualizations, etc.);
- Skill with computers and relevant software applications, which may include Microsoft Office, Internet applications, and GIS;
- Skill in clear and concise communication, verbal and written, oriented to a variety of audiences, including coworkers, supervisors, external stakeholders, and the general public;
- Skill in contributing to the development and execution of concurrent planning initiatives in various stages of completion that engage various internal and external partners;
- Skill in facilitating meetings and workshops.

Education and experience requirements:

- Bachelor’s degree in urban and regional planning, geography, public administration or directly related field and two to four years of related professional planning experience. OR An equivalent combination of education and experience sufficient to successfully perform the essential duties of the job such as those listed above, unless otherwise subject to any other requirements set forth in law or regulation.

Necessary Special Requirements:

- No certifications required. Obtaining AICP certification encouraged and directly supported by DRCOG.

STATUS: Full-time, Exempt

COMPENSATION AND BENEFITS

The hiring salary range for this position is \$5,164 - \$5,783/month or \$2,582 - \$2,891.50/semi-monthly depending on qualifications.

APPLICATION PROCEDURE

To view the full job description, a complete listing of benefits, and to apply for this position, please visit our website at <https://drcog.org/drcog-job-openings>.

This position is open until 5:00 p.m. Mountain Time on Monday, November 8, 2021.

All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, disability, or status as a protected veteran.