



Puget Sound Regional Council

Assistant Planner

Closes: The position is open until 9:00am PT, Monday, January 23, 2023.

Status: Regular full-time, 40 hours per week; Exempt FLSA status.

Salary: The starting salary range for position is \$68,000 - \$75,000 annually, DOE, with full benefits. The full salary pay band range for position is \$66,000 - \$106,000, which reflects the full range of experience for multiple positions in the pay band.

Location: Puget Sound Regional Council, Downtown Seattle, Washington; The position may be eligible for hybrid or remote work (within Washington state).

About PSRC

The Puget Sound Regional Council is the regional transportation, growth management and economic development planning agency serving Seattle and the central Puget Sound region. The thriving region is home to over 4 million people and is one of the nation's fastest growing metropolitan areas. PSRC brings together the region's diverse counties, cities and towns, native tribes, ports, the state of Washington and civic interests to understand the challenges facing our region's future and make plans for the region to continue to succeed. The agency serves as the region's Metropolitan Planning Organization and is the regional leader for growth management, transportation, and economic development under state and federal laws. Visit www.psrc.org to find out more. PSRC is an equal opportunity employer.

The strength of our region is rooted in our diversity. Barriers to opportunity and achievement for people of color and other marginalized groups only undermines the talent and resources available to our region, limiting our ceiling for excellence. Regions that remove barriers and reduce disparities maximize the ability of every resident and jurisdiction, creating stronger economies, more engaged communities, and improved outcomes for all residents. At PSRC, we're striving to create a region where all people have the means to attain the resources and opportunities that improve their quality of life and enable them to reach their full potential; where differences in life outcomes cannot be predicted by race, class, or any other identity. In order for us to accomplish this, our workforce has to reflect the communities we serve. We're committed to creating an agency where all of our employees can thrive.

Studies have shown that women and people of color are less likely to apply for jobs unless they believe they can perform all job duties. We are most interested in finding the best candidate for the job, and that candidate may come from a variety of backgrounds. If you are interested in applying, we encourage you to think broadly about your experiences and skill set for the position. We encourage people of all backgrounds and identities to apply.

The Position

PSRC is seeking an energetic, talented professional to support its economic development and regional planning efforts for the Puget Sound region, including development and implementation of the region's economic strategy. The position reports to the Economic Development Program Manager in the Regional Planning Division to support the agency's economic development program, as well as supporting long-range transportation and land use planning efforts.



The Candidate:

The ideal candidate will have the following knowledge and abilities:

- Ability to identify, develop, organize, and implement regional economic development planning strategies.
- Have an understanding of transportation and land use policies in the state and region and a demonstrated ability to coordinate economic development planning with land use, transportation, and environmental planning.
- Knowledge of the regional economy, including trends, issues, and stakeholders.
- Experience communicating economic policy and data effectively in writing, orally and through formal presentations to a wide variety of audiences.
- Experience producing and coordinating work on projects in cross-functional teams.
- Experience with public policy advocacy in federal, state, regional, and local affairs.
- Experience coordinating and facilitating events, convenings and meetings involving a variety of stakeholders.
- Knowledge of planning and policy issues related to growth management, transportation, economic development, and local and regional governance.
- Experience with operations and support of a governing board and in staffing elected leadership.



Experience and Education:

- Bachelor's degree in related field.
- At least one-year experience in urban planning and/or related field.
- Or, any combination of lived experience or education experience in a related field that would provide the applicant with the desired skills, knowledge, and ability required to perform the job.

Experience refers to paid and unpaid experience, including volunteer work done through National Service programs (e.g., Peace Corps, AmeriCorps) and other organizations (e.g., professional, philanthropic, religious, spiritual, community, student, social). Volunteer work helps build critical competencies, knowledge, and skills and can provide valuable training and experience that translates directly to paid employment. You will receive credit for all qualifying experience, including volunteer experience.

To Apply:

- To be considered, applicants must submit a cover letter and resume as part of the application process and apply at www.governmentjobs.com/careers/psrc.

Other Information Related to Position:

- PSRC is an equal opportunity employer. All qualified applicants will receive consideration without regard to race, color, religion, creed, sex, sexual orientation, gender identity, national origin, disability, veteran, or protected veteran status, genetic information and other legally protected characteristics. We also consider qualified applicants regardless of criminal histories, consistent with legal requirements. If you need assistance and/or a reasonable accommodation due to a disability during the application or the recruiting process, please contact Human Resources at [t hrdept@psrc.org](mailto:hrdept@psrc.org).
- This recruitment may be used to fill future openings for up to six (6) months.
- PSRC office hours are Monday – Friday from 8:00am – 5:00pm with work hours determined upon hired.

About the Puget Sound Region

Spectacular natural surroundings, world-class education systems, thriving urban centers, vibrant neighborhoods and a lively arts and culture scene are just some of what makes the Puget Sound region an exceptional place to live and work. Ringed by snow-capped mountain peaks and crisscrossed by waterways, the Puget Sound region is a commercial center and a major hub for Trans-Pacific and European trade. Some of the world's most successful and innovative companies are based here, including Microsoft, Starbucks, Amazon, Boeing, Costco, Paccar, Weyerhaeuser, Nordstrom, and many more. Outdoor activities are especially plentiful given the region's natural beauty and mild climate. Hiking in the Olympic or Cascade mountains, kayaking on Lake Union, or cycling on one of the many rails-to-trails paths are just a few of the options available. Washington is viewed as a progressive and innovative state where people are outgoing and friendly.



Benefits

PSRC provides a compensation package that includes a salary and benefits that represent approximately 30% of an employee's total compensation package. Benefits-eligible employees at PSRC are provided a wide range of benefits including:

- Medical
- Dental
- Vision
- Life Insurance
- Accidental Death & Dismemberment (AD&D) Insurance
- Long-Term Disability (LTD)
- Washington State Public Employees Retirement Systems (PERS)
- Employer-match 457 Deferred Compensation
- Personal Time Bank (PTB)/ Vacation Pay
- Holiday Pay
- Family Medical Leave
- Bereavement Leave
- Jury Duty Leave
- Military Leave
- Transportation Incentive Plan (TIP)
- Flexible Spending Accounts (FSA)
- Life Assistance Program (LAP)
- Long-Term Care (LTC)
- Flexible Work Schedules