



## **Planner Position Available Until Filled**

**July 2018**

**Anticipated Hiring Range: \$45,000-\$55,000 (Dependent upon Qualifications)**

The Tampa Bay Regional Planning Council is seeking a motivated individual for an important role in the planning division. The position involves various planning activities such as: GIS Mapping, economic analysis, and community planning and visioning.

**The position will be primarily involved in various technical planning activities such as:**

- ≈ Preparation of planning documents
- ≈ Research and report writing
- ≈ Data collection and analysis
- ≈ GIS Mapping
- ≈ Economic Analysis
- ≈ Provides technical support to planning staff
- ≈ Public presentations when required

**The position requires the following skills:**

- ≈ Good oral and written communication skills.
- ≈ Ability to synthesize data and information and present ideas and findings clearly and concisely in written, oral or graphic form.
- ≈ Ability to make public presentations.
- ≈ Knowledge of computer applications used in planning.
- ≈ The ability to establish and maintain effective working relationships with community agencies, staff members, and the general public is also required.

**Education requirements are as follows:**

Bachelor's Degree in Urban and Regional Planning or related field from an accredited college or university. An equivalent combination of education, training, and experience may be substituted.

- ≈ Must be proficient in professional writing skills and oral communications.
- ≈ Must be proficient with Microsoft Excel

≈ Valid driver's license or the ability to obtain one.

**Preferred Education and Experience**

- One year of Professional Experience
- GIS Mapping Experience
- Project Management Experience
- Graphic Design Software Experience
- Grant Writing Experience

**Please respond in PDF or Word format which includes a cover letter, resume, and the completed application provided on the website. You may send your resume to:**

Wren G. Krahl, PHR-CP  
Deputy Executive Director  
[wren@tbrpc.org](mailto:wren@tbrpc.org)

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