



## ***JOB OPPORTUNITY: REGIONAL PLANNER***

Centralina Regional Council seeks an energetic, self-directed individual for the position of **REGIONAL PLANNER** to assist in the coordination of land use, transportation, healthy community and public engagement projects related to outcomes from the CONNECT Our Future Regional Growth Framework. Projects will primarily focus on the creation of community land use and area plans, the development and update of local zoning and subdivision ordinances, planning for transportation options, including transit, freight, and emerging transportation technologies, public engagement, and assisting local governments with a variety of planning related projects.

The successful applicant will understand the importance of positive relationships with local communities and agencies in the region and exhibit strong customer service and problem-solving skills. Position requires project management skills and the ability to work independently, demonstrate initiative, and problem solve.

Centralina is an innovative regional planning agency located in Charlotte, NC with a membership that includes 60+ municipal and county governments throughout the Greater Charlotte Region. Centralina works with individual communities and leads major projects that transcend local and regional boundaries. Our mission is to lead regional collaboration and spark local action to expand opportunity and improve quality of life. We do this through creative problem solving, innovative service delivery and support to our local governments.

**MAJOR DUTIES & RESPONSIBILITIES** include but are not limited to:

- Performing intermediate professional planning, research, analytical and technical duties in the Centralina Regional Council's Planning Department.
- Managing and working within teams, made up of Centralina and partner representatives, on a variety of planning initiatives.
- Planning and coordinating meetings, workshops and other events.
- Researching trends and emerging issues on program activities and preparing and presenting reports and program recommendations.
- Clearly communicating internally and externally on program areas.
- Providing technical assistance in a variety of planning areas.

**KNOWLEDGE, SKILLS & ABILITIES** include but are not limited to:

Knowledge of principles and practices of planning as applied to land use planning and transportation systems as well as general planning principles. General knowledge of local government, laws and services pertinent to planning processes. Ability to establish and maintain effective working relationships with staff at the federal, state, regional, local levels and with elected officials. Ability to communicate effectively orally and in writing and to lead various meetings and events, make presentations and answer questions at public or project meetings. Ability to prepare



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presentations and prepare or coordinate the preparation of charts, maps, graphs and other illustrative materials for communication to elected officials, the public and other stakeholders. Ability to perform a variety of duties including research, drafting plans and reports, grant development and administration, etc. Demonstrated skill in reading and interpreting maps, land design plans and related spatially-focused materials. Demonstration of graphic design skills desired.

**MINIMUM REQUIREMENTS:** Bachelor's degree from an accredited college or university with a field of study in planning, public policy, urban design, geography, public administration or related field and at least three years of experience; Master's degree preferred. Local government planning department experience is desired. Hiring Salary: \$45,500 with excellent benefits including NC Local Government Retirement System, 401k contribution, medical, dental, vision and professional development support.

Applicant must possess a valid driver's license and have the ability to physically perform the basic life operation functions of standing, walking, talking, hearing, and repetitive motions, the ability to lift 20 pounds of force occasionally and possess the visual acuity to prepare data, proof work, and do extensive reading.

Send cover letter and résumé to: [admin@centralina.org](mailto:admin@centralina.org) or to 9815 David Taylor Drive, Suite 100, Charlotte, NC 28262 with the subject line "Regional Planner Position." Deadline: Open until filled with rolling interviews. Interested applicants encouraged to apply early. EOE.