



ROGUE VALLEY COUNCIL OF GOVERNMENTS

Associate Land Use Planner

Job Announcement

ABOUT THE POSITION

The individual filling this position provides critical professional services for current and long range planning services on an as-needed basis in coordination with state agencies, local governments, federal agencies, and other governmental and non-governmental entities. This position also serves as contract planning staff for multiple local jurisdictions in both Jackson and Josephine counties, including Jacksonville, Shady Cove, Gold Hill, Rogue River, and Cave Junction. In the contract planning capacity, the Associate Land Use Planner coordinates closely with staff, elected officials, and planning commissioners and also assists communities with transportation system plans, buildable land inventories, and mandated periodic review tasks including open space, scenic and historic areas, and natural resource compliance.

THE PERSON

Due to the fact that the regional planning services provided by RVCOG's Associate Land Use Planner comprises one of the organization's most visible and valuable program offerings, exceptional capabilities in the areas of professional department, technical knowledge, and familiarity with the details of the comprehensive plans and ordinances of RVCOG's member jurisdictions are essential. Moreover, clear, civil, insightful verbal and written communication is critical in this position with its aims of educating interested parties and guiding them to positive outcomes while respecting the letter and intent of all laws and rules. This position demands both an unwavering commitment to personal and professional integrity as well as a knowledge base that will uphold the region-wide faith in RVCOG as a devoted proponent of proper local, regional, and state planning.

SALARY

Employees can be expected to be placed in the salary range based on experience and qualifications. Employees are eligible for a step increase after successful completion of a six-month trial service period and annual step increases thereafter.

Annual Salary: \$62,285 - \$72,531, depending on qualifications

Terms: Full-time - 40 hours | Non-exempt with benefits

DESIRABLE QUALIFICATIONS

In order to be considered for this position, applicants must have a combination of education and experience equivalent to that outlined below, plus any other listed screening qualifications.

- **Education:** Bachelor's degree with major course work in land use, urban, and/or regional planning.
- **Experience:** A minimum of three (3) years of experience in land use, urban and/or regional planning.
- **Substitution:** Any satisfactory equivalent combination of education, experience, and training that demonstrates the knowledge, skills, and abilities to perform the duties of the job.

SPECIAL REQUIREMENTS

- **License:** Possession of, or the ability to obtain and retain, an Oregon driver license by the time of appointment, or otherwise have immediate point-to-point transportation available.



- Vehicle: Possession of, or permanent access to, a personal vehicle.
- Other: Pass Criminal History Background Check; demonstrate knowledge and proficiency in the use of computer software.

APPLICATION PROCESS

It is widely stated, and supported by studies, that candidates are less likely to apply for a job unless they believe they meet 100% of the hiring criteria. Our recruitment goals include hiring the candidate who is best able to meet the performance objectives of this role; we encourage people with non-traditional skill sets and experience to apply, even if you don't have experience with every job function listed in the job description.

For application instructions, please visit [How Do I - Apply For A Job](http://www.rvcog.org) at www.rvcog.org. **A cover letter describing how your experience prepares you to succeed in this role, a current resume, and a completed RVCOG Employment Application are required to apply for this position.** This position will remain open until filled. Interested applicants are encouraged to apply as soon as possible as the position will be filled when a suitable candidate is identified, and applications will be considered as they are submitted.

BENEFITS OF EMPLOYMENT

Upon hire or first of month following date of hire

- Twelve paid holidays per year
- Up to 96 hours of paid vacation per year
- Up to 96 hours of paid sick leave per year
- Employer paid medical/dental/vision insurance - Employee contribution is less than \$30 per month for full family coverage
- Employee Assistance Program (EAP)
- Optional Flexible Spending Account (FSA)

After 6-month probationary period

- Employer-paid retirement plan contributions equivalent to 13.02% of monthly salary (Non-PERS)
- Employer paid HRA contributions of \$125 per month
- Employer paid Life and Long Term Disability insurance
- Optional 457(b) retirement plan (Roth or Traditional)

Special eligibility periods

- Employer paid Mercy Flights memberships
- Optional supplemental insurance such as short term disability, critical illness, and more

WORKPLACE ACCOMMODATIONS NOTICE

Rogue Valley Council of Governments is an equal opportunity employer and does not discriminate on the basis of race, religion, color, gender, age, national origin, disability, veteran status, sexual orientation, gender expression, or any other classifications protected by law.

RVCOG VALUES: SERVICE COLLABORATION PROFESSIONALISM STEWARDSHIP INTEGRITY RESPECT

