



CITY OF CARMEL-BY-THE-SEA
invites applications for the position of:

Associate Planner

SALARY:	\$36.18 - \$43.99 Hourly \$75,254.40 - \$91,499.20 Annually
DEPARTMENT:	Community Planning & Building
DIVISION:	Planning
OPENING DATE:	01/06/22
CLOSING DATE:	Continuous
DESCRIPTION:	



This is a continuous posting that may close at any time, and without notice.

First Review of Applications: January 24, 2022
Zoom Interviews: Week of January 31, 2022

The City of Carmel-by-the-Sea's Community Planning and Building Department has an exciting opportunity for an **Associate Planner** to join the team. This position will primarily focus on long-range/advanced planning projects. As an Associate Planner, you will make a difference by helping preserve the past and enhance the future of the City's unique character and quality of life.

The Associate Planner is the mid-level position in the Planner classification series. Under supervision, the Associate Planner will primarily perform professional and technical planning work in long-range/advanced planning activities. As experience is gained, assignments would be performed with greater independence.

Ideal Candidate

The ideal candidate will bring collaborative, team-centered qualities to the Department; be self-motivated, tactful, detail-oriented with strong customer service skills; able to communicate highly technical topics in a clear and concise manner both verbally and in writing, as well as be self-assured with the ability to exercise a high degree of common sense and sound judgment. The ideal candidate will also be capable of organizing and leading public workshops on a variety of long-range planning matters.

Education & Experience

- Bachelor's Degree from an accredited college or university with major coursework in urban planning, environmental planning, public or business administration or a related field.
- Three (3) years of professional planning experience.

Department Highlights & Current Projects

- Implementation of the City's LocalCoastal Program
- Update of the City's Residential and Commercial Zoning Code and Design Guidelines
- Long Range Planning activities such as ordinance development, General Plan updates, housing feasibility studies
- Architectural review of new custom luxury single-family residences

About Carmel-by-the-Sea

World-renowned Carmel-by-the-Sea is tucked along the central coast in Monterey County, California that is 120 miles south of San Francisco and is rich in natural beauty. The City prides itself on the preservation of character - white sand beach, verdant forest, natural parklands and roadside greenbelts. First incorporated as a City in 1916, this unique and quintessential coastal community was founded by artists and writers – among them: Jack London, George Sterling, Mary Austin and Robinson Jeffers. The City is one square mile in area, and has an involved and dynamic populace of 4,000. A five-member City Council governs Carmel-by-the-Sea with one common priority of ensuring the splendid quality of life and unique character of the area is protected and maintained. Chip Rerig, the City Administrator oversees the day-to-day management of approximately 93 highly capable full-time City staff and works with the City Council to carry out its policies. Carmel-by -the-Sea provides an extremely high level of service to its residents and visitors with an annual operating budget of approximately \$23 million.

EXAMPLES OF DUTIES:**TYPICAL QUALIFICATIONS:****SUPPLEMENTAL INFORMATION:**

HOW TO APPLY: To be considered for this career opportunity, submit an online application via GovernmentJobs.com Applications will be screened in relation to the criteria in this job announcement. Applicants with the most relevant qualification will be invited to interview.

For questions or more information about this recruitment, contact Vilcia Rodriguez
Vilcia@TrafficPatterns.net

APPLICATIONS MAY BE FILED ONLINE AT:

<https://ci.carmel.ca.us/>

Position #2022-002

ASSOCIATE PLANNER

VR

P.O. Box CC

Carmel-by-the-Sea, CA 93921

humanresources@ci.carmel.ca.us

Associate Planner Supplemental Questionnaire

- * 1. The annual salary range for the Associate Planner position is \$75,254.40-\$91,449.20.
Please tell us your salary expectation if selected.

* Required Question