

Foster City is a Great Place to Live, Work and Play!

FIVE-YEAR LIMITED TERM - SENIOR PLANNER



HISTORY

Incorporated in 1971 and named after real estate tycoon and visionary, T. Jack Foster, Foster City is a one-of-its-kind master planned community that rose out of the reclaimed marshlands of the San Francisco Bay. The original Master Plan envisioned a self-contained community with a variety of housing types, neighborhood shopping centers, waterfront lots and parks, and other commercial & industrial uses.

THE ORGANIZATION

Foster City is a General Law City and operates under the Council-Manager form of government. The five members of the City Council/EMID Board are elected to four-year terms. The City Manager is appointed by the City Council/EMID Board and serves as the chief executive of the municipal organization. Foster City is a full-service city with a total 2021-2022 budget of \$167.48 million. Current staffing includes 164 benefited FTEs and 12.6 part-time non-benefited FTEs.

MISSION

The mission of the City of Foster City is to deliver equitable services that are customer focused with an emphasis on public safety, neighborhood livability, smart planning, a vibrant economy, infrastructure innovation, and sustainable environment. In pursuit of this mission, we use community engagement and data to make decisions and measure progress based on economic, social, and environmental factors.

COMMUNITY DEVELOPMENT DEPARTMENT

The [Community Development Department](#) is committed to planning, improving, and maintaining the quality of life and public safety in the City consistent with the Goals and Policies established by the City Council in the General Plan and other related City ordinances and regulations consistent with the City's heritage as a Master Planned community. The department is organized in two divisions, Planning/Code Enforcement and Building Inspection.

THE POSITION

The Senior Planner is someone who has a strong background in current and long-rang planning and can provide complex planning services to the city, including ordinances, general plan, environmental compliance and other related areas.

This position leads, oversees and performs more complex responsibilities and land use analysis, manages consultants and lower level staff, and works independently to exercise judgement to complete established priorities and assignments.

This position manages, organizes, executes, and completes major development projects, assists with city-wide policy planning efforts, and performs related duties as required.

IDEAL CANDIDATE

The ideal candidate would be someone who has a passion for city planning, would be a strategic thinker and problem-solver with the ability to handle multiple high-priority projects, meeting project deadlines.

The ideal candidate would also have strong written and communication skills, is self-motivated, assists in making planning process-related improvements and has strong interpersonal skills when interacting with residents, business owners, developers, co-workers and appointed and elected officials.

Monthly Compensation

\$9,206.70 - \$11,190.82

Closing Date

Open Until Filled

EDUCATION & TRAINING

Any combination equivalent to experience and education that could likely provide the required knowledge, skills and abilities would be qualifying. A typical way would be:

Education: Graduation from an accredited college or university with a Bachelor's degree in Planning or a related field.

Experience: Four years of increasingly responsible city municipal planning experience.

SPECIAL REQUIREMENTS: Ability to attend evening meetings; ability to communicate effectively verbally and in writing; ability to manage multiple priorities and projects; ability to apply technical knowledge and explain information to a variety of audiences.

License and Certificates: Possession of a valid Class C California Driver's License and a good driving record.

BENEFITS

The City of Foster City provides a superior benefits program which includes:

Retirement Plan: Participation in CalPERS in the 2% @ 62 retirement plan for new members and 2.7% @ 55 for classic members.

Leaves: 12 paid holidays; sick leave (5.66 hrs/month); vacation leave based on years of service.

Deferred Compensation: Voluntary 401(a) with up to 4% match, Voluntary 457(b)/VEBA (tax deferred health benefit program).

Health Benefits: Flexible benefits program including health, dental, vision, and medical/dependent care reimbursement accounts.

Work Schedule: Optional 9/80 work schedule.

Other: Long-term disability insurance; and life insurance.



SELECTION PROCESS

The most qualified candidates will be invited to continue in the selection process. The selection process may consist of one or more of the following components: application review, performance-based exam, written exam, and panel interview. A final interview will be scheduled to fill the current vacancy following the establishment of the employment list. This list will be in effect for at least one-year. Once a top candidate is identified, we will conduct reference checks. After a conditional job offer, applicants must successfully pass a pre-employment background check and other requirements as applicable.

TO APPLY

A City/District application and supplemental questionnaire are required for consideration. Please keep in mind the closing date. If the recruitment is continuous or open until filled, however, the recruitment may close at any time when enough qualified applications have been received. Applications may be submitted online at www.calopps.org

