

## Regional Planner/Senior Planner Economic Development and Land Use Programs

Strafford Regional Planning Commission (SRPC) seeks a full-time regional planner/senior planner to join its team of hardworking, motivated individuals dedicated to providing the highest quality of public service in a friendly, progressive environment. SRPC's staff work as an innovative and collaborative team focused on supporting our 18-member communities.

The ideal candidate will have experience in economic development and land use planning and enjoy working in a creative, innovative, and collaborative environment. They will also have excellent communications skills, both oral and written, and a high degree of personal accountability.

### Duties and Responsibilities

#### *Economic Development*

- Act as liaison to local, regional, state and federal agencies and organizations.
- Develop and maintain the region's 5-Year Comprehensive Economic Development Strategy (CEDS) and 1-Year CEDS Annual Updates in partnership with the ED team.
- Coordinate and facilitate bi-weekly Seacoast Economic Development Stakeholders meetings, including coordination with partner agencies and managing ongoing projects.
- Promote the SRPC region by initiating contact with businesses, distributing pertinent information, responding to inquiries, and working cooperatively with partner entities.
- Develop marketing and related materials for the district and support the district's web presence with assistance from the agency's Communications and Outreach Planner.
- Prepare reports and make presentations to groups regarding the region's economic development activities.

#### *Land Use Planning and General Responsibilities*

- Develop, implement, coordinate, and maintain short and long-term planning documents.
- Establish and maintain relationships with partner agencies and municipalities.
- Develop and implement the regional plan chapters with the SRPC Land Use Team.
- Represent the commission at public meetings, workshops and presentations.
- Provide technical support and training for municipal boards.
- Other duties as assigned.

### Candidate Qualifications

#### *Skills:*

- Experience with land use, economic development, and regional planning including the application of federal, state, and local regulations to planning and zoning.
- Strong understanding of the roles and responsibilities of state, regional and local agencies and boards, and the ability to form successful partnerships.
- Ability to serve as a meeting coordinator and facilitator.
- Strategic and analytical capabilities – a problem solver.
- Excellent communications skills, both oral and written.



- Team orientation and personal accountability.
- Experience using all elements of the Microsoft Office Suite.
- A valid driver's license and reliable transportation is required.

*Education and Credentials:*

- Bachelor's or Master's degree in Planning, Community or Economic Development or other related field.

*Special Requirements:*

- This position requires in-person attendance at local planning board meetings as needed.

**Application Submission**

To apply, send a resume and cover letter that shares why you are the right candidate to [apply@strafford.org](mailto:apply@strafford.org) with the subject line "Regional Planner." Position remains open until filled.

**Additional Information**

Salary (\$52,000-\$72,000) is commensurate with qualifications and experience. To apply, send a resume and cover letter that shares why you are the right candidate to [apply@strafford.org](mailto:apply@strafford.org) with the subject line "Regional Planner."

**Why Work at SRPC?**

The SRPC region has a little bit of everything that NH has to offer. Home to the Dover, Rochester and Somersworth Tri-Cities and many suburban and rural communities, the region offers outdoor dining in vibrant downtowns, kayaking on beautiful lakes, and many hiking opportunities. We are centrally located to mountains, skiing, and beaches. Hop on the Downeaster and be in Boston, MA or Portland, ME in about an hour.

*Our culture:*

- Small, collaborative, award winning staff team <https://strafford.org/about/staff/>
- Celebrate alternative commutes – walk, bike, or ride the COAST bus
- Flexible work schedules
- Work from home option
- Dress for your day, professionally comfortable
- Join in the office puzzle build or share some music

*Benefits:*

- 12 paid holidays
- 24 days of paid time off/year to start
- Simple IRA
- Excellent health & dental insurance or buy out option
- Life insurance
- Flexible spending accounts
- Paid family medical leave
- Annual professional development fund

Strafford Regional Planning Commission is an Equal Opportunity/affirmation Action Employer. All qualified applicants will receive consideration without regard to race, color, religion, creed, age, sex or gender, sexual orientation, gender identity or expression, and nation of origin. The Commission encourages veterans, minorities, women, and socially and economically disadvantaged applicants to apply.