

# \*\*\*\* JOB ANNOUNCEMENT \*\*\*\*

Triangle J Council of Governments, Durham, NC

## Planner II – Housing & Community Development

*salary range \$42,402 to \$67,844 – hiring range \$42,402 to \$46,642*

### **Do you enjoy working with teams, coordinating events, and developing products to guide decision-making?**

The Triangle J Council of Governments (TJCOG), a dynamic regional planning organization serving seven counties in the Research Triangle Region of North Carolina, seeks an experienced, creative housing and community development planner. The successful candidate must have a positive, customer-focused orientation, be able to deliver high-quality products in a timely manner, and be able to work in a team environment to support a wide range of projects, programs and partnerships.

#### **Description of Work**

The planner will be part of a multidisciplinary, regional planning department engaged in long-term, regional issues integrating development, environmental quality and infrastructure. The successful candidate will work with the TJCOG planning team, and with partners in local, state, university and regional organizations focusing on tools and techniques to increase the supply of affordable and workforce housing in a range of urban, suburban and rural locations. Work will focus on helping local communities, regional organizations, major institutions and non-profit partners understand and implement housing and community development solutions. This may include conducting research and developing case studies, collecting, synthesizing, and visualizing data, and assisting with meeting logistics, newsletters, and other methods of engaging TJCOG's partners.

#### **Knowledge, Skills and Abilities**

The planner must have thorough knowledge of principles, practices, laws, regulations, tools and techniques related to land use and housing and community development decisions and matching these decisions with transportation and other infrastructure investments, with an emphasis on housing affordability for a range of populations. Excellent research and synthesis skills are required. Excellent communication (writing, speaking, presenting), interpersonal, and consensus-building skills are imperative in this position, as well as the ability to understand different perspectives and to identify creative solutions. The person must be self-motivated, diligent, and able to work on multiple projects concurrently with limited direct supervision. The ability to use word processing, spreadsheet, database, meeting planning, and presentation software is required.

## Training and Experience

A master's degree in planning, community development or related field is required and two years experience in municipal, county or regional planning is preferred. Candidates with a bachelor's degree in a related field, extensive experience and demonstrated advanced knowledge in the relevant field, and that have documented participation in specialized instruction (e.g. associated with professional accreditation) may be considered. Oral and written fluency in Spanish is a plus.

## How to Apply

1. Download a TJCOG employment application at: <http://www.tjco.org/employment-opportunities.aspx>.
2. Send completed application package (cover letter, completed application and resume) to:

Employment – Planner II H&CD  
Triangle J Council of Governments  
4307 Emperor Blvd., Suite 110  
Durham, NC 27703

Or via email to [employment@tjco.org](mailto:employment@tjco.org) with the subject Planner II H&CD.

Incomplete application packages will not be considered. **The position is open until filled. Initial applications will be considered no later than February 23, 2018.**

TJCOG is an Equal Opportunity Employer and designated Best Workplace for Commuters.