



**CITY OF LA PINE – JOB ANNOUNCEMENT
PRINCIPAL PLANNER**

Title: Principal Planner

Pay: \$31.25 - \$33.65 per hour (DOQ&E), plus benefits

Status: Full-time; 40 hours per weeks

Opens: March 20, 2019

Closes: Extended to April 30, 2019, or until filled

Background

City of La Pine is Oregon's newest city incorporated in late-2006. The City is located in Deschutes County, Oregon, south of Bend and Sunriver. La Pine is a rural community nestled along the Little Deschutes River, surrounded by the Deschutes National Forest, Newberry National Volcanic Monument, and countless Cascade Lakes. With a population of approximately 2,000 inside the City and over 10,000 residents nearby, La Pine has significant commercial and industrial activity. The City provides sewer, water, public works, finance, planning, economic development, code enforcement, and urban renewal services.

Position Description and Qualifications (general)

The City is accepting applications for a full-time Principal Planner to plan and organize, and direct all activities of the City's community development department. The Principal Planner performs professional work requiring sound knowledge of the principles of urban planning, land use, and community development. This position is responsible for developing, recommending, and implementing policies and procedures to administer city plans, ordinances, and codes, including, without limitation, those related to planning and zoning, land development, design review, code enforcement, historic preservation, community development. The Principal Planner coordinates with the City Manager/Planning Director, Public Works Director and City Engineer on land use applications. The City of La Pine continues to experience growth and this position will allow the right candidate the opportunity to move into a Management role. This position supports the La Pine City Council and Planning Commission.

The position requirements and qualifications include the following:

- Bachelor's degree in planning or related field.
- Five years of progressively responsible municipal planning experience, four years of progressively responsible municipal planning experience plus one year of supervisory experience, or any combination of experience, education, and training that demonstrates the requisite knowledge, skills, and abilities required of the position. Private sector planning experience on behalf of a public-sector client will be considered. Master's degree in planning and/or related field may be substituted for one year of non-supervisory experience.
- Knowledge of the principles and practices of current and long-range planning, including, without limitation, an understanding of the Oregon land use system.
- Thorough knowledge of local, state, and federal laws pertaining to community involvement and public review processes and practices concerning community development.

- Skilled in computer operation including proficiency in word processing, spreadsheets, databases, electronic communications, and other Microsoft and/or planning and land use applications and programs.
- Ability to analyze and evaluate departmental operations and develop and implement plans to increase and improve department efficiency. Assist in development of goals and long-range planning for the City's community development department.
- Ability to simultaneously manage multiple projects, often within short timeframes.
- Possession of (or ability to obtain within thirty days of employment) valid Oregon driver's license. Bondable (or the insurance equivalent).

A complete position job description is available online at www.lapineoregon.gov

To Apply

To apply, an applicant must complete and submit the City's employment application along with the applicant's resume to the City no later than 5:00 p.m. on April 30, 2019; provided, however, the City may accept applications and resumes after that date if in the City's best interest. This position will remain open until filled. The City's application for employment and veteran's preference form is available online at www.lapineoregon.gov.

Application and resume must be submitted in any one of the following ways:

E-mail: mbethel@lapineoregon.gov
Mail: PO Box 2460, La Pine, Oregon 97739
In Person Delivery: 16345 Sixth Street, La Pine, Oregon 97739

Please contact City Manager Melissa Bethel if you have any questions regarding the position or application process at 541-536-1432 or email at mbethel@lapineoregon.gov.

Equal Opportunity Employer

The City of La Pine is an Equal Opportunity Employer. The City considers applicants for all positions without regard to race, color, religion, national origin, age, sex, marital or veteran status, disability, sexual orientation, and/or any other legally protected status. The City is a drug-free workplace. Individuals who require an accommodation relating to the application process should request the accommodation in advance so that necessary arrangements can be made.