

## PLANNER III

### NATURE AND VARIETY OF WORK

This is senior level professional program planning and program coordination work with County-wide impact in such areas as housing, economic, environment, transportation and employment issues within the County. Incumbents of this class may represent the County in high level committees and task forces meeting before local, State and Federal interests. Such positions work with a considerable degree of latitude for independent judgment, action and initiative when expediting complex work assignments and projects from their initial inception to completion in accordance with established policies and procedures. Incumbents may provide technical guidance and training to subordinate positions in conjunction with specified projects. General supervision is received from a higher level planner or designated supervisory official and work is evaluated as it contributes to the attainment of departmental goals and objectives.

### EXAMPLES OF WORK (ILLUSTRATIVE ONLY)

Participates in conducting and preparing reports in one or more areas of County policy planning such as environmental, water, energy, employment, transportation and housing conditions.

Prepares major planning programs such as the Capital Improvement Program, or other planning and program development/coordination projects.

Recommends procedures to carry out regarding various aspects of planning coordinative functions.

Represents the Planning Division at public hearings or meetings, and at conferences with other governmental agencies.

Coordinates planning activities among County and/or outside agencies relative to assigned project.

Reviews and analyzes submitted capital plans and projects for technical integrity, location and site analysis, and compliance with County Code, transit plans and policies.

Performs inspections of public transit operations and facilities for County, including those in response to service requests or complaints.

May be required to use automated equipment in conjunction with assigned duties and responsibilities.

Willingly and cooperatively performs tasks and duties which may not be specifically listed in the class specification or position description, but which are within the general occupational category and responsibility level typically associated with the employee's class of work.

### REQUIRED KNOWLEDGES, SKILLS AND ABILITIES

Considerable knowledge of all aspects of urban and regional planning.

Considerable knowledge of information sources and research methods peculiar to the fields of County planning.

Considerable knowledge of the interrelationships between the County government and federal, state, regional and bi-County agencies.

Ability to develop planning programs and to prepare plans, programs and planning reports.

Ability to provide liaison and coordinative services between those federal, state and local agencies involved in the assigned programs or projects.

Ability to synthesize, analyze, and interpret a variety of physical, socio-economic and related statistical data.

Ability to describe observations, state arguments, and propose recommendations clearly, accurately, and concisely, both orally and in writing.

### MINIMUM QUALIFICATIONS

Bachelor's degree in urban and regional planning, public administration, economics, business administration, political science, or other closely related fields, with a minimum of two (2) years of professional experience in urban and regional planning; or any equivalent combination of education and experience.