



Planner V

Salary Group: B25

Class Code: 0520

<u>CLASS TITLE</u>	<u>CLASS CODE</u>	<u>SALARY GROUP</u>	<u>SALARY RANGE</u>
PLANNER I	0516	B17	\$36,976 - \$58,399
PLANNER II	0517	B19	\$42,244 - \$68,960
PLANNER III	0518	B21	\$48,278 - \$78,953
PLANNER IV	0519	B23	\$55,184 - \$90,393
PLANNER V	0520	B25	\$63,104 - \$103,491

GENERAL DESCRIPTION

Performs highly advanced (senior-level) planning and research work. Work involves overseeing the development of local, regional, or state zoning, urban, transportation, emergency management, or site plans and programs; and conducting meetings with federal, state, and local officials and regional groups. May supervise the work of others. Works under minimal supervision, with extensive latitude for the use of initiative and independent judgment.

EXAMPLES OF WORK PERFORMED

Oversees planning projects, research projects, and field surveys.

Oversees and evaluates research and analyses of local, state, and national trends; policy issues; and proposed legislation, regulations, or rules; and reviews recommendations.

Oversees and/or conducts planning studies such as feasibility studies or master plans.

Oversees and/or develops short-range and long-range local and statewide plans, projects, or programs.

Oversees and/or prepares complex reports, presentations, and technical documents.

Administers the development of complex plans or programs, assesses the feasibility of planning proposals, and initiates program strategy development.

Develops and evaluates policies and procedures for the implementation, administration, and evaluation of plans or programs; and measures progress.

Prepares and monitors performance measures.

Consults on the planning, design, and implementation phases of planning projects.

Leads and participates in technical, policy, and interagency planning meetings.

Serves as a liaison among federal, state, and local agencies and regional groups in matters concerning the coordination of plans and services.

Reviews and evaluates planning material for contractual compliance.

Prepares materials in response to requests for information and reports.

May supervise the work of others.

Performs related work as assigned.

GENERAL QUALIFICATION GUIDELINES

EXPERIENCE AND EDUCATION

Experience in planning and research work. Graduation from an accredited four-year college or university with major coursework in city or regional planning, economics, business or public administration, political science, or a related field is generally preferred. Experience and education may be substituted for one another.

KNOWLEDGE, SKILLS, AND ABILITIES

Knowledge of government organization and administration; and of principles, objectives, and procedures of governmental planning, programming, and research.

Skill in project management, budget management, and grant management; in the use of a computer and applicable software; in applying statistical tools to data; in preparing reports and presentations; and in collecting and analyzing demographics and statistics.

Ability to evaluate planning material; to conduct research; to communicate effectively; and to supervise the work of others.