

Regional Planner - (2400606)

Executive Office of Housing and Livable Communities (EOHLC) is seeking a Regional Planner in the Division of Community Services!

AGENCY MISSION:

The Executive Office of Housing and Livable Communities (EOHLC) is charged with creating more homes in Massachusetts and lowering housing costs for residents.

Formerly known as the Department of Housing and Community Development (DHCD), EOHLC works with municipalities, local housing authorities, non-profit organizations, and development partners to provide affordable housing options, financial assistance, and other support to Massachusetts communities.

OVERVIEW OF ROLE:

This Regional Planner will engage in all aspects of implementing the Section 3A "MBTA Communities" program. Participate as a member of the Community Assistance Unit. Communicate with and educate stakeholders on program requirements. Review municipal compliance applications. Coordinate and track compliance activities including technical assistance and training to municipal officials, the development community and other constituents on housing, community and economic development, and land use planning.

DUTIES AND RESPONSIBILITIES (NOT ALL INCLUSIVE):

1) Training, Tracking & Technical Assistance:

- Provide assistance, support and back up for the MBTA Communities Compliance Program staff including tracking requests for technical assistance, tracking compliance applications, compliance application review, preparation of memoranda and correspondence, coordination with legal staff and providing technical assistance to communities about the MBTA Communities Compliance program.
- Coordinate and track technical assistance and training to municipal officials, the development community and other constituents on the MBTA Communities Compliance program, and generally on MGL c40A, and generally on housing, community and economic development, land use planning, and growth management issues. Prepare materials and participate in these trainings as needed.
- Provide technical assistance to municipal officials and other governmental agencies on technical content of proposed zoning ordinances, bylaws and subdivision control law, and statutes/regulations.

2) Grants Administration:

- Assist MBTA Communities Compliance Program staff and coordinate/track grants with fiscal staff and other Community Services staff regarding a grant program that provides Technical Assistance for MBTA Communities Compliance.
- Review and evaluate grant applications to ensure the selection of projects meeting stated criteria and objectives. Participate in development and management of any MBTA grant program(s) that provide technical assistance to MBTA Communities to support compliance applications.

3) Customer Service:

- Respond to telephone, e-mail inquiries from municipal officials and the development community on all aspects of MA land use, including zoning, planning and subdivision controls law statutes/regulations.

4) Special Projects:

- Coordinate and/or undertake special projects, including the design and preparation of web content, handbooks, case studies, reports, directories, newsletters, and other publications that provide information and reference materials for municipal officials, the development community and other constituents on planning, land use, and as of right high density zoning-related issues.

5) Collaboration:

- Work with other Department staff and other state agencies to develop coordinated responses to state, regional and municipal goals; assist in developing/revising programs to address these goals; and provide technical assistance and training to communities.

6) Representation:

- Represent the Department at meetings and make presentations at seminars and conferences.

PREFERRED QUALIFICATIONS:

1. Technical or professional experience in urban or regional planning, land use planning, and zoning.
2. Knowledge in the fields of planning, housing, zoning, community development, land use, and economic development.
3. Familiarity with land use regulations including zoning ordinances and bylaws, environmental regulations, and other municipal and state land use controls.
4. Familiarity with the Massachusetts Zoning Act Chapter 40A, Chapter 40B, Chapter 40R, Subdivision Control Law, and the Home Rule Amendment.
5. Experience in preparing presentations and training programs on related subject matter.
6. Beginner to intermediate skill using geographic information system (GIS) software.
7. Two (2) years in land use planning in a municipality, or in a regional or state agency.

COMMENTS:

Please upload resume and cover letter.

This position would be expected to follow a hybrid model of reporting to work that combines in-office workdays and work from home days, as needed.

Salary placement is determined by years of experience and education directly related to the position and the Human Resources Division's Recruiting Guidelines. In the case of a promotional opportunity, the salary provisions of the applicable collective bargaining agreement will apply to placement within the appropriate salary range.

Education, licensure and certifications will be verified in accordance with the Human Resources Division's Hiring Guidelines. Education and license/certification information provided by the selected candidate(s) is subject to the Massachusetts Public Records Law and may be published on the Commonwealth's website.

Qualifications:

First consideration will be given to those applicants that apply within the first 14 days.

MINIMUM ENTRANCE REQUIREMENTS: Applicants must have at least (A) four years of full-time, or equivalent part-time technical or professional experience in urban or regional planning, environmental planning, transportation planning or land use planning, and (B) of which at least two years must have been in a professional capacity or (C) any equivalent combination of the required experience and the substitutions below.

Substitutions:

I. A Bachelor's degree with a major in urban or regional planning, environmental planning, urban studies, architecture, landscape architecture, civil, environmental, or transportation engineering or environmental sciences may be substituted for two years of the required (A) experience.*

II. A Graduate degree with a major in urban or regional planning, environmental planning, urban studies, architecture, landscape architecture, civil, environmental, or transportation engineering or environmental studies may be substituted for three years of the required (A) experience and one year of the required (B) experience.

*Education toward such a degree will be prorated on the basis of the proportion of the requirements actually completed.

NOTE: Educational substitutions will only be permitted for a maximum of three years of the required experience. Substitutions will only be permitted for a maximum of one year of the required (B) experience.

SPECIAL REQUIREMENTS: Based on assignment, possession of a current and valid Massachusetts Class D Motor Vehicle Operator's License.

Comprehensive Benefits:

When you embark on a career with the Commonwealth, you are offered an outstanding suite of employee benefits that add to the overall value of your compensation package. We take pride in providing a work experience that supports you, your loved ones, and your future.

Want the specifics? [Explore our Employee Benefits and Rewards!](#)

at <https://www.mass.gov/commonwealth-employee-benefits-and-rewards>

An Equal Opportunity / Affirmative Action Employer. Females, minorities, veterans, and persons with disabilities are strongly encouraged to apply.

The Commonwealth is an Equal Opportunity Employer and does not discriminate on the basis of race, religion, color, sex, gender identity or expression, sexual orientation, age, disability, national origin, veteran status, or any other basis covered by appropriate law. Research suggests that qualified women, Black, Indigenous, and Persons of Color (BIPOC) may self-select out of opportunities if they don't meet 100% of the job requirements. We encourage individuals who believe they have the skills necessary to thrive to apply for this role.

Official Title: Regional Planner III

Primary Location: United States-Massachusetts-Boston-100 Cambridge Street

Job: Planning

Agency: Executive Office of Housing and Livable Communities

Schedule: Full-time

Shift: Day

Job Posting: Jul 15, 2024, 10:36:05 AM

Number of Openings: 1

Salary: \$74,159.02 - \$108,560.40 Yearly

If you have Diversity, Affirmative Action or Equal Employment Opportunity questions or need a Reasonable Accommodation, please contact Diversity Officer / ADA Coordinator: Jessica Molina - 8572480160

Bargaining Unit: 09-MOSES - Engineers/Scientists

Confidential: No

Potentially Eligible for a Hybrid Work Schedule: Yes

HOW TO APPLY:

Apply online at <https://massanf.taleo.net/careersection/ex/jobdetail.ftl?job=24000606>