

Regional Planner, Land Use and Growth Management - (2100038G)

Official Title: Regional Planner II

Functional Title: Regional Planner, Land Use and Growth Management

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

Job: Planning

Agency: Department of Housing & Community Dev

Schedule: Full-time

Shift: Day

Job Posting: Apr 8, 2021, 1:27:00 PM

Number of Openings: 1

Salary: \$58,445.66 - \$85,624.76 Yearly

Bargaining Unit: 09-MOSES - Engineers/Scientists

Confidential: No

The Regional Planner of Land Use and Growth Management is a member of the Community Assistant Unit in DHCD's Division of Community Services. The incumbent provides assistance for the Housing Development Incentive Program (HDIP) and the Chapter 40B program staff. The Regional Planner II provides technical assistance and training to municipal officials, the development community and other constituents on housing, community and economic development, municipal management, urban renewal, relocation, land use planning, and growth management issues.

DUTIES AND RESPONSIBILITIES (these duties are a general summary and not all inclusive):

1. Provides assistance, support and back up for the Housing Development Incentive Program (HDIP) staff including application review, preparation of memoranda and correspondence, coordination with legal staff and provides technical assistance to communities about the HDIP program.
2. Provides assistance, support and back up for the MGL Chapter 40B program staff. Coordinates with other staff the administration of Chapter 40B Program, including application review, preparation of memoranda and correspondence, and provides technical assistance to communities as they implement Chapter 40B work including Housing Production Plans and General Land Area Maximum submittals.
3. Provides technical assistance and training to municipal officials, the development community and other constituents on housing, community and economic development, municipal management, urban renewal, relocation, land use planning, and growth management issues.
4. Provides technical assistance to municipal officials and other governmental agencies on technical content of proposed zoning ordinances, bylaws and subdivision control law, statutes/regulations.
5. Responds to telephone, e-mail inquiries from municipal officials and the development community on all aspects of MA land use and growth management, including zoning, planning and subdivision controls law statutes/regulations.
6. Coordinates and/or undertakes 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, growth management, and as of right high density zoning-related issues.

7. Assists in designing, developing and updating educational modules on agency regulations, policies and procedures.
8. Reviews and evaluates grant applications to ensure the selection of projects meeting stated criteria and objectives.
9. Provides information and technical assistance to Department staff related to land use regulation and growth management.
10. Works with other Department staff and other state agencies to develop coordinated responses to state, regional and municipal goals; assists in developing/revising programs to address these goals; and provides technical assistance and training to communities.
11. Represents the Department at meetings and makes presentations at seminars and conferences.
12. Serves as DHCD Representative or alternate at meetings requiring DHCD representation.
13. Other duties as assigned.

PREFERRED QUALIFICATIONS:

1. Knowledge in the fields of planning, housing, community development, economic development, land use, growth management and municipal management.
2. Familiarity with land use regulations, zoning ordinances and bylaws, and subdivision control regulations.
3. Familiarity with the Massachusetts Zoning Act Chapter 40A, Chapter 40B, Chapter 40R, Subdivision Control Law, and the Home Rule Amendment.
4. Experience in preparing presentations and training programs on related subject matter.
5. Two (2) years in land use planning in a municipality, or in a regional or state agency.
6. Bachelor's degree in a related field.

MISSION STATEMENT:

Department of Housing and Community Development (DHCD) is within Housing and Economic Development Secretariat and its work touches the lives of all Massachusetts residents. DHCD's mission is to strengthen cities, towns and neighborhoods to enhance the quality of life of Massachusetts residents by providing leadership, professional assistance and financial resources to promote safe, decent affordable housing opportunities, economic vitality of communities and sound municipal management.

COMMENTS:

Please upload resume and cover letter.

Salary placement is determined by years of experience and education directly related to the position and the Human Resources Division's Recruiting Guidelines.

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 (by 04/22/21).

MINIMUM ENTRANCE REQUIREMENTS: Applicants must have at least (A) three 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 one year 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 sciences may be substituted for the required experience.*

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

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

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

If you have Diversity, Affirmative Action or Equal Employment Opportunity questions or need a Reasonable Accommodation, please contact Diversity Officer / ADA Coordinator: Marjie Lalli - 6175731254

HOW TO APPLY:

Apply online at <https://massanf.taleo.net/careersection/ex/jobdetail.ftl?job=2100038G>