



Harry S Truman Coordinating Council

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Job Announcement: Community & Regional Planner

The Harry S Truman Coordinating Council is seeking qualified applicants for a Community & Regional Planner position. Areas of focus for this position include Comprehensive Planning, Economic Development, and Environmental Planning among other roles as needed.

Comprehensive Planning: The position will coordinate comprehensive planning projects for multiple communities. The Planner will facilitate public meetings; make oral and written presentations; write and analyze community surveys; and design the comprehensive plan document using narratives, images, maps, and other graphics. The Planner should have knowledge of general planning concepts, land use, GIS, and Missouri State Planning statutes.

Economic Development: The Planner will be tasked with implementing the regional Comprehensive Economic Development Strategy (CEDS), facilitating CEDS Committee meetings, and working with businesses and communities on economic development projects. Candidates should have knowledge of business finance; state and local incentives; and economic development programs through CDBG, EDA, USDA, and SBA, among others.

Environmental Planning: The Planner will organize and facilitate a Local Environmental Advisory Forum, solicit local environmental concerns/needs, help prioritize those needs, and manage the program website. The position will work closely with the Missouri Department of Conservation (MDC) and the Department of Natural Resources (DNR). Candidates should have knowledge of community conservation efforts and techniques; brownfields; and MDC, DNR, and EPA programs.

Candidates must have a Master's OR Bachelor's degree in Planning from an accredited program and at least two years of relevant professional experience. Candidates should have excellent oral English communication skills and be comfortable with public speaking. Proficiency in Word, Excel, PowerPoint, and ArcGIS required. Knowledge of Sketch-Up, InDesign, Illustrator, Photoshop, and other graphics programs is a plus.

HSTCC offers competitive salary and excellent benefits. The anticipated salary for this position ranges from \$33,000 to \$36,000 based on experience, education, communication skills, and relative credentials. HSTCC provides health insurance, paid time off, and retirement benefits.

****Please submit a letter of interest and an updated resume electronically to Jason Ray at jray@hstcc.org by March 27, 2015. PLEASE, NO PHONE CALLS.**

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ATTN: Jason Ray
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