

# Shenandoah County Planner or Senior Planner

Depending on qualifications and experience

## Job Summary

### Planner

The County Planner performs difficult professional and responsible administrative work developing and administering implementations of the Comprehensive Plan, including farmland preservation programs, natural resources planning activities, long-range comprehensive planning activities, urban design, code updates, and land use planning and zoning activities; does related work as required. Work is performed under the general supervision of the Director of Community Development. To see the full position details, please view the complete job description [here](#).

### Senior Planner

Responsible for performing advanced professional planning duties, including conducting advanced planning studies, implementing our comprehensive plan, research and analyses; oversees the most complex development projects, comprehensive plan and development code amendments, policy/ordinance development and project administration. Work is performed under the general supervision of the Director of Community Development. Limited supervision is exercised over planning personnel. To see the full position details, please view the complete job description [here](#).

## Essential Job Functions

*To perform this job successfully, an individual must be able to perform the essential job functions satisfactorily. The County provides reasonable accommodations to enable individuals with disabilities to perform the primary functions herein described.*

- Regulatory & Policy Support
- Comprehensive, Long-Range & Urban Design Planning
- Urban Design & Placemaking Support
- Data Analysis & GIS Mapping
- Development Review & Negotiation
- Community & Stakeholder Engagement
- Project & Program Support
- Perform additional duties to support operational requirements as assigned.

## Education and Experience

Requires a bachelor's degree, preferably in Planning, Urban Design, Landscape Architecture, Historic Preservation, or other relevant field, intermediate experience in administering preservation programs, zoning, and long-range planning, or an equivalent combination of education and experience.

**Senior Planner** - Requires a bachelor's degree in Planning, GIS, Landscape Architecture, Urban Design, or other relevant field. At least five years of experience in planning and two years of project management experience are preferred.

### Licenses or Certifications

- Possession of an appropriate driver's license valid in the Commonwealth of Virginia.
- CNU-A certification desired within two years of hire.
- GIS Professional (GISP) and/or American Institute of Certified Planners (AICP) certification preferred.
- **Senior Planner** - Project Management Professional (PMP) certification preferred

The annual starting pay range for the **FLSA- non exempt** position of **Planner** is **\$56,153.77 to \$64,576.84**, commensurate with qualifications, experience, and internal equity.

The annual starting pay range for the **FLSA-exempt** position of **Senior Planner** is **\$61,909.54 to \$80,482.41**, commensurate with qualifications, experience, and internal equity.

The County offers an excellent benefits package, including Virginia Retirement System, health and dental insurance, vacation and sick leave, and holidays. The successful candidate must pass a pre-employment, post-offer drug screening and background check.

The County application and position description are available at [www.shenandoahcountyva.us/administration/employment/](http://www.shenandoahcountyva.us/administration/employment/), or in the Office of the County Administrator, 600 North Main Street, Suite 102, Woodstock, VA 22664, 540-459-6165. Qualified applicants should submit a complete application, cover letter, and resume in person or by mail to the attention of Shenandoah County Human Resources, 600 North Main Street, Suite 102, Woodstock, Virginia 22664. Applications may also be submitted electronically to [jobs@shenandoahcountyva.us](mailto:jobs@shenandoahcountyva.us).

The position is open until filled with a first review date of **Friday, March 14, 2025**

**To view a complete job description of Planner, please [Click Here](#)**

**To view a complete job description of Senior Planner, please [Click Here](#)**

**To complete an Application, please [Click Here](#)**

***Shenandoah County is an Equal Opportunity Employer***