

COMMUNITY PLANNER II

NATURE OF WORK

This is advanced professional work in community planning and in the promotion of community activities with municipal officials.

Employees collect, organize, and present data on planning problems to community officials and make recommendations to meet community needs. Duties may include initiating and carrying out thoroughfare plans in cooperation with municipalities. Work may include supervision of professional planners as well as advising municipal officials regarding planning problems. Limited instructions are received with assignments and employees work out the details independently. Work is reviewed through reports and consultation with a technical supervisor.

ILLUSTRATIVE EXAMPLES OF WORK

Supervises the collection of population and land use data necessary as a background for the development of community plans. Conducts studies which translate population, economics, and vehicle ownership forecasts into future traffic for use in planning the state highway system. Develops community plans for land use, schools, and parks in smaller communities. Participates in meetings with local officials for the purpose of making recommendations and explaining planning work. Prepares zoning ordinances, subdivision regulations, and other regulatory measures governing the use or development of land. Performs related work as required.

KNOWLEDGES, SKILLS AND ABILITIES:

Considerable knowledge of statistical and analytical techniques applied in the collection of community planning data and in the preparation of planning reports and maps. General knowledge of the principles and practices applied in the functioning of all phases of local government. General knowledge of the principles and practices applied in the handling of population, natural resources, and other economic and social data in planning. Skill in the use of drafting instruments. Ability to establish and maintain effective working relationships with county and municipal officials.

ACCEPTABLE TRAINING AND EXPERIENCE

A master's degree in city and regional planning and one year of experience in community planning; or graduation from a four-year college or university with a major in engineering, political science, geography, economics, or related field and three years experience in community planning work including completion of a formal in-service training program in community planning; or an equivalent combination of training and experience.

PREPARED BY
NORTH CAROLINA STATE PERSONNEL DEPARTMENT

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