



# Planner IV

Salary Group: B23

Class Code: 0519

<u>CLASS TITLE</u>	<u>CLASS CODE</u>	<u>SALARY GROUP</u>	<u>SALARY RANGE</u>
PLANNER I	0516	B17	\$36,976 - \$58,399
PLANNER II	0517	B19	\$42,244 - \$68,960
PLANNER III	0518	B21	\$48,278 - \$78,953
<b>PLANNER IV</b>	<b>0519</b>	<b>B23</b>	<b>\$55,184 - \$90,393</b>
PLANNER V	0520	B25	\$63,104 - \$103,491

## GENERAL DESCRIPTION

Performs advanced (senior-level) planning and research work. Work involves coordinating the development of local, regional, or state zoning, urban, transportation, emergency management, or site plans and programs; and conducting meetings with federal, state, and local officials and regional groups. May supervise the work of others. Works under limited supervision, with considerable latitude for the use of initiative and independent judgment.

## EXAMPLES OF WORK PERFORMED

Coordinates and/or conducts planning projects, research projects, and field surveys.

Coordinates and/or conducts planning studies such as feasibility studies or master plans.

Coordinates and/or develops short-range and long-range local and statewide plans, projects, or programs.

Develops and evaluates policies and procedures for the implementation, administration, and evaluation of plans or programs; and measures progress.

Develops methodologies and specifications for planning and research projects.

Collects, organizes, and analyzes data required in the development of plans or programs.

Provides technical assistance for planning contracts and reports on planning projects.

Consults on the planning, design, and implementation phases of planning projects.

Prepares and monitors performance measures.

Prepares and evaluates reports, and makes presentations.

Participates in technical, policy, and interagency planning meetings.

Serves as a liaison among federal, state, and local agencies and regional groups in matters concerning the coordination of plans and services.

Identifies, defines, and researches issues of strategic importance.

Researches and analyzes local, state, and national trends; policy issues; and proposed legislation, regulations, or rules to determine impact; and makes recommendations.

Forecasts and monitors program performance objectives.

Reviews and evaluates planning material for contractual compliance.

May supervise the work of others.

Performs related work as assigned.

## **GENERAL QUALIFICATION GUIDELINES**

### **EXPERIENCE AND EDUCATION**

Experience in planning and research work. Graduation from an accredited four-year college or university with major coursework in city or regional planning, economics, business or public administration, political science, or a related field is generally preferred. Experience and education may be substituted for one another.

### **KNOWLEDGE, SKILLS, AND ABILITIES**

Knowledge of government organization and administration; and of principles, objectives, and procedures of governmental planning, programming, and research.

Skill in the use of a computer and applicable software, in applying statistical tools to data, in preparing reports, and in collecting and analyzing demographics and statistics.

Ability to evaluate planning material, to conduct research, to communicate effectively, and to supervise the work of others.