**Deputy Director for Planning**

The City of Harrisburg is seeking qualified applicants to fill the position of Deputy Director for Planning in the Bureau of Planning. This position is responsible for directing and administering the City’s Zoning Code and the Subdivision and Land Development Ordinance. This individual is responsible for the application of specialized knowledge in the formulation, implementation, and improvement of neighborhood and topical plans for the community’s physical and social development. This official acts as technical advisor and the Executive Secretary to the Planning Commission and the Zoning Hearing Board. On matters relating to zoning, planning, and development, the Deputy Director for Planning acts as technical advisor to the Mayor, City Council, and City Officials. This position assists the Planning Director with supervision of a professional planning and support staff which gathers and evaluates social, economic, and physical environment data. From this data, the Deputy Director helps to develop and professionally defend sound planning recommendations and policies which control the direction of planning studies and research prescribed by either the Planning Commission, City Council, the Director of Planning, the Business Administrator, or the Mayor. The Deputy Director will assist the Planning Director and Business Administrator in development of planning policies. Advocates the City’s position in County and Regional planning activities. Work is performed under the direct supervision of the Director of Planning. May serve as Acting Director.

**Qualifications**

Possession of a master’s degree, preferably in Urban/Regional Planning or a related field, plus at least two years of experience in an urban planning field; or a bachelor’s degree in Urban/Regional Planning plus at least four years of experience in an urban planning field; or any combination of education and experience commensurate with the above-mentioned qualifications. Specialized knowledge in economic development and one or more planning areas such as transportation, urban design, economic development, environment, or community engagement is a plus. Previous experience in a municipal planning office is preferred. Previous supervisory experience is desirable. Membership in the American Institute of Certified Planners (AICP) is desirable. Valid Pennsylvania Driver’s License, Class C, or equivalent.

**Compensation & Benefits**

The City of Harrisburg offers an annual salary range of $65,000 to $71,400 (commensurate with experience and qualifications). This full-time position also includes an excellent benefits package: defined pension plan, paid holidays, paid time off (vacation, sick and personal time) and health care benefits (medical, dental, prescription and vision).

This position will remain open until filled.  If interested, please submit a cover letter, your resume, three employment references and salary history to:

City of Harrisburg, Bureau of Human Resources
The Rev. Dr. Martin Luther King, Jr. City Government Center

10 N. 2nd Street, Harrisburg, PA 17101

Phone: (717) 255-6475
Email: HR@harrisburgpa.gov **(electronic submission preferred)**

The City of Harrisburg is an Equal Opportunity Employer.
Wanda R. D. Williams, Mayor