

Community Planner Eastern Carolina Council

Do you enjoy working on a variety of projects and positively impacting multiple communities? Eastern Carolina Council of Governments (ECC), located in New Bern, NC, is seeking a qualified individual to fill a Community Planner position. ECC serves a nine-county region that has a land mass of 5,710 square miles and a population of approximately 644,000 people. The successful candidate will be actively involved in a wide variety of planning work that will require working with local elected officials, staff members, and citizens on a regular basis. Position duties may include, but are not limited to:

- Drafting and amending land use controls, official maps, and various types of plans.
- Conducting specialized research; gathering and analyzing relevant data for projects; documenting services and benefits; drafting feasibility reports.
- Administering and/or supporting federal and state awarded grant projects.
- Providing technical assistance in specialty areas of work to local government units, including grant and loan applications, planning, subdivision, zoning, water and wastewater planning, American Rescue Plan, and disaster and recovery /resilience planning.
- Providing GIS assistance for economic development, transportation, environmental, utility, and other planning projects.
- Providing planning and zoning support to municipalities and counties.
- Explaining land use regulations in a consistent manner based on precedence of interpretation and established land use principles to local government units, the general public, and others.
- Reviewing applications for permits and advising communities on approval; advising the public on design and compliance issues; meeting on-site with citizens and developers to review land use codes and regulations.
- Assisting local communities in the development of individual flood mitigation projects, securing voluntary homeowner participation, and providing administration of such projects.
- Assisting in the development and delivery of Flood Mitigation Assistance grants by providing outreach and advisory assistance regarding mitigation project development, hazard mitigation planning and grant program administration.
- Making presentations to groups, conducting public meetings, and facilitation of forums to stakeholder groups.

The ideal applicant will be a motivated individual with demonstrated leadership ability and excellent communication, writing, oral presentation, and organizational/time management skills. This position requires the planner to work on a variety of different tasks, often at the same time. Graduation from a four-year college or university with a degree in Planning or related field and experience in municipal, county, or regional planning or in work in the technical field of expertise as a consultant or professional; or an equivalent combination of education and experience is desired.

The Community Planner position requires traveling within ECC's nine-county region, attending some evening meetings, and occasional overnight travel. ECC values professional growth and development and therefore, supports opportunities to obtain and maintain professional certifications and attend planning conferences. Excellent benefits package including 401k and LGERS. This position is grant funded and is contingent on grant funds. Hiring range starts at \$45,934; salary DOQ.

How to Apply

Email completed North Carolina PD-107 application ([available online](#)), letter of interest and resume to Planning Director Larry Faison at lfaison@eccog.org. The position is open until filled. EOE (Equal Opportunity Employer).

About New Bern

ECC's office is located in the heart of downtown New Bern, NC. This scenic riverfront city is centrally located along North Carolina's coast at the union of the Trent and Neuse Rivers. Situated less than an hour from the state's Crystal Coast beaches, New Bern and the surrounding area provide plenty of

outdoor recreation opportunities for boating, kayaking, fishing, and swimming. Hiking trails and camping grounds are conveniently located at the nearby 160,000-acre Croatan National Forest. Settled in 1710, New Bern is North Carolina's second-oldest colonial town and is filled with historic charm.