

## REGIONAL PLANNER

### Position Summary

Under general direction, is responsible for performing office and field work related to a variety of subjects under the scope of Kern Council Governments as the Regional Transportation Planning Agency and Metropolitan Planning Organization for the Kern Region; including short and long term transportation planning, transit planning, transportation funding programs, commute and rideshare programs, regional transportation plans, Sustainable Communities Strategies, goods movement, demographic analysis and forecasting, transportation modeling, geographic information systems, financial management, monitoring grant compliance, contract administration, preparation of plans and reports, serving as a resource to other staff, outside agencies and the public in answering questions, providing information, and assistance; performs other related duties as assigned.

The Regional Planner classification is open to both entry-level professionals who would work with close supervision with the expectation to become progressively more knowledgeable and carry out assignments with increasing independence; or regional planners with knowledge and experience to work more independently and take on further responsibilities, including supervising specific planning activities and programs, assisting with the direction of other staff, and other responsibilities.

### Employment Standards

Graduation from a recognized college or university with a degree in planning, architecture, engineering, public administration, or related field if courses in planning have been completed as part of the program. The requirement for planning courses may be waived for those having experience in planning or community development. Graduate work in planning may be considered in lieu of experience.

#### Knowledge of:

- Principles and practices of city and regional government planning;
- Principles and practices of policy planning;
- Techniques and processes involved in long-range plan and program preparation;
- Planning law; and Data collection and analysis;
- Environmental review procedures and citizen participation techniques.
- Must have superior communication skills and the ability to supervise other professional staff members;
- Ability to establish and maintain effective public relations;
- Ability to supervise small work groups;
- Ability to write clearly and effectively and the ability to perform and coordinate complex planning activities.
- Use a personal computer and various software applications;

## Typical Job Duties

- Performs research and analysis, and prepares a variety of reports, maps, proposals, presentations and studies
- Coordinates and engages with other government and non-government agencies, and members of the public to provide data and information regarding Kern COG's planning activities;
- Makes field investigations of areas involving planning;
- Prepares environmental review documents;
- Operates software and equipment for storing, compiling, mapping, and modeling data, including GIS data base files;
- Provides technical support, makes recommendations and responds to member agencies regarding data, information needs and methodology;
- Performs complex design and illustration work;
- Coordinates, prepares, and implements environmental review procedures and documents;
- Assists in developing, implementing, monitoring, updating and maintaining computerized data and modeling systems;
- Assists on matters related to planning policy and procedure;
- Establish and maintain effective relationships with citizen groups, business groups, community-based organizations, City and governmental agency staff, and the public to coordinate transportation issues;
- Develops proposals for and coordinates new programs and methods for accomplishing planning goals;
- May coordinate and supervise citizen participation and environmental review process.
- May supervise task-oriented staff members or teams organized to accomplish various planning functions;
- Makes recommendations and renders decisions on more difficult interpretations and items of a complex nature;

## Physical Conditions or Special Working Conditions:

- Primarily standard office environment and working conditions; AND
- Must be willing to work in various communities in the Kern Region including both public and private events.

## DESCRIPTION OF KERN COUNCIL OF GOVERNMENTS' BENEFITS PACKAGE

### VACATION ACCRUAL:

1 – 4 years of service: 13 days/year (39 day max)  
5 – 12 years of service: 18 days/year (54 day max)  
13 -15 years of service: 23 days/year (69 day max)  
16+ years of service: 28 days/year (84 day max)

SICK LEAVE: 12 days per year (144 day max)

HOLIDAY: 12 paid holidays per year

RIDESHARE INCENTIVE: \$50 per pay period – 6 out 10 days. Telecommute, rideshare, bike, bus, or walk

### LONGEVITY:

Years of Continuous Service	Percent of Base Rate
10	2%
15	4%
20	6%

### HEALTH INSURANCE:

CalPERS HMO Plans – Anthem Blue Cross, Blue Shield Access, Health Net Salud y Mas, HealthNet SmartCare, Kaiser Permanente, and United Healthcare.

CalPERS PPO Plans – PERS Gold and PERS Platinum

RETIREMENT PLAN: CalPERS PEPRA New Members Misc. – 2% @ 62  
Optional: 457 Deferred Compensation Plan

DENTAL COVERAGE: Kern County Liberty PPO and DHMO plans

VISION COVERAGE: Medical Eye Services (MES)/Blue Shield Vision Plan

LIFE INSURANCE: American United Life Insurance Company

DISABILITY INSURANCE: Unum (Short-Term & Long-Term Disability)

WORKERS COMPENSATION: The Hartford