

# PLANNER

## PROVISIONAL VACANCY

**TITLE: PLANNER**

**ORGANIZATION:** [Cayuga County Department of Planning & Economic Development](#)

**APPLICATION DEADLINE:** Accepting applications until position is filled

**Narrative:** The Cayuga County Department of Planning & Economic Development is a multi-disciplined Planning & Economic Development Office with a staff of eight professionals committed to providing assistance to the 23 Towns and 9 Villages within the County, improving the quality of life in our communities and protecting our natural resources.

There is currently a Planner position opening in the department. We are seeking an individual with excellent organizational skills and the ability to manage multiple ongoing projects, including Town and Village comprehensive plans, zoning ordinances, corridor and downtown revitalization studies, open space, recreation and farmland protection planning and overall grant writing assistance, including the annual New York State Consolidated Funding Application (“CFA”) grant rounds. AICP-certified planners are encouraged to apply. This is an excellent opportunity to join a team of committed professionals engaged in a broad range of County-wide planning & economic development activity.

**Minimum Qualifications: Either**

- Graduation from a regionally accredited or NYS registered college with a Master’s Degree in Planning, Landscape Architecture or Environmental Resource Planning; OR
- Graduation from a regionally accredited or NYS registered college with a Bachelor’s Degree in Planning, Landscape Architecture, or Environmental Resource Planning; PLUS 1 year of experience in community planning, regional planning or work related to the qualifying degree; OR
- An equivalent combination of training and experience as defined by the limits of (A) and (B) above.

**Special Provisions:** This appointment will be made **provisionally**. The candidate will be required to take an open-competitive civil service exam for the position at some time in the future. Permanent appointment will be dependent upon the candidate’s exam score. Cayuga County is an equal opportunity employer.

**Salary Range:** **\$53,885 - \$60,801.** This is a full-time (37.5 hrs./wk.) planning position with a starting salary of \$53,885 with excellent benefits. The top of the salary range for Planner is \$60,801. The department and county provide and support career advancement opportunities and growth.

**How to Apply:** The Cayuga County civil service posting for this position can be found online: <http://mycivilservice.cayugacounty.us/jobopps>. Click on the **APPLY** button next to the title of “PLANNER (Provisional Vacancy)”. Please attach a resume, cover letter and references to your civil service application.

For more information on the Department of Planning and Economic Development and on Cayuga County, please visit: <https://www.cayugacounty.us/283/Planning-Economic-Development> and [www.tourcayuga.com](http://www.tourcayuga.com).