



Position Announcement Community Planner

The Town of Duck, located on the Outer Banks of North Carolina, is seeking to hire a **Community Planner** to serve our beautiful, vibrant, oceanfront/soundfront community. As Duck is recognized as one of the State's leaders in coastal resiliency, this position offers an exciting opportunity to be part of a team that is successfully addressing the challenges and opportunities facing coastal communities. In addition, the position will assist with implementation of the Town's recently adopted comprehensive land use plan and enhancing Duck Village – the commercial, social, and recreational heart of our community.

Reporting to the Director of Community Development, the Community Planner will be involved with planning, conducting studies, development review/permitting, managing GIS, and working with grants and special projects. A successful candidate will display excellent research and analytical skills, verbal and written communication skills, customer service skills, the ability to exercise independent judgment, and the ability to work collaboratively to resolve issues.

The Community Planner position requires a bachelor's degree in planning or a related field. A strong background with GIS mapping is expected. Knowledge and experience with coastal development and floodplain management is preferred. The salary range for the position is \$48,866 - \$72,135 with an anticipated hiring range of \$46,500 to \$51,500, negotiable depending on qualifications, and an excellent package of benefits.

If you would enjoy the opportunity to work in a coastal community that values planning, is committed to improving its resiliency, and seeks ways to enhance its special sense of place, you are welcome to apply for the Community Planner position by submitting a letter of intent, Town employment application, resume, and professional references to Drew Havens, Town Manager, P.O. Box 8369, Duck, NC 27949. The application deadline is Friday, July 30, 2021, at 5:00 p.m. You can obtain a Town employment application and full job description on the Town's web site at <https://www.townofduck.com/employment-duck/>, at the Town of Duck Administrative Offices, 1200 Duck Road, or by calling (252) 255-1234.

The Town of Duck is an Equal Opportunity Employer.

You could work alongside the wonderful staff here at Duck Town Hall!

