



POSITION AVAILABLE

CITY PLANNER II

HOUSING, ECONOMIC & INFRASTRUCTURE PLANNING DIVISION

Only candidates with permanent Civil Service status in the City Planner title, or who have filed for the upcoming City Planner exam can be considered for this position.

THE AGENCY:

The Department of City Planning (DCP) promotes strategic growth, transit-oriented development and sustainable communities to enhance quality of life in the City, in part by initiating comprehensive, consensus-based planning and zoning changes for individual neighborhoods and business districts, as well as establishing policies and zoning regulations applicable citywide. DCP also supports the City Planning Commission in its annual review of approximately 450 land use applications for actions such as zoning changes, special permits and a variety of other discretionary approvals. In addition, the Department assists both government agencies and the public by providing policy analysis and technical assistance relating to housing, transportation, community facilities, demography, zoning, urban design, waterfront areas and public open space.

Under Housing New York: A Five-Borough, Ten Year Plan, the Department will lead coordinated, ground up neighborhood planning studies and advance regulatory changes—including mandatory inclusionary housing in newly rezoned areas—to promote more economically diverse communities and housing opportunities for New Yorkers at all income levels. Through inclusive community development initiatives with stakeholders, DCP will expand access to quality jobs and services, and stimulate economic development benefitting all New Yorkers. In addition, DCP is committed to expanding public access to land use, housing and population data and planning resources through its online Community Portal, as well as to support informed participation by New Yorkers in neighborhood planning and land use review processes.

THE DIVISION:

The HEIP Division maintains data bases, conducts studies, provides policy advice and undertakes specific project management and review functions in the general subject areas of housing policy, economic development and infrastructure planning. The HEIP Division supports the planning, project management and review functions of the City Planning Commission and the borough offices and provides data, analysis, project management and coordination for other City agencies. The division seeks a planner with excellent writing skills and a proven track record of professional achievement to manage land use and zoning studies in the subject areas of housing, economic and infrastructure planning.

THE JOB:

Under supervision, with latitude for independent judgment, the City Planner will:

- Plan, organize and conduct studies, including research analysis, and prepare written, graphic and oral presentations
- Manage land use and zoning studies and coordinate this work with other divisions of the department, other city agencies, Borough President's offices, the City Council and the public
- Make presentations to other Department staff, the City Planning Commission, Borough Presidents and City Council
- Represent the department at meetings of civic, business and community groups, and public agencies
- Perform other related tasks

MINIMUM REQUIREMENTS:

- A baccalaureate degree from an accredited college or university and five years of satisfactory full-time experience in city planning; or
- A satisfactory combination of education and/or experience that is equivalent to above. Graduate education in city planning, urban planning, urban design, architecture, landscape architecture, transportation engineering, public administration, economic development or related fields may be substituted for experience on the basis of 30 graduate semester credits from an accredited college for one year of experience. However, all candidates must have a baccalaureate degree.

PREFERRED SKILLS:

- Excellent writing skills.
- Strong presentation and communication skills.
- Strong research, analytical and organizational skills.
- Good interpersonal skills and an ability to work effectively with other planners, divisions, city agencies, elected officials and applicants.
- Ability to work independently and to complete assignments in a timely fashion.
- Familiarity with the city's land use review process and procedures.
- Familiarity with the subject areas of housing, economic and infrastructure planning.
- Competence in GIS (ArcGIS and/or MapInfo) software and graphics programs.

CIVIL SERVICE TITLE: City Planner II

SALARY RANGE: \$59,000 - \$71,750 commensurate with experience; full NYC benefits package

APPLICATION DEADLINE: March 4, 2016 or until filled

TO APPLY: ALL APPLICATIONS MUST BE SUBMITTED THROUGH THE NYC JOBS/ESS WEBSITE

City Employees – Click [here](#) and log in to ESS.

Non-City Employees – Go to <https://a127-jobs.nyc.gov/>

- Search for Job ID number: **232297**
- Click on the job business title: **City Planner II - HEIP**
- Click on “Apply Now” at the bottom of the posting

To apply for the City Planner exam (#6041) click [here](#) and create an account

Only applicants under consideration will be contacted.

Appointments are subject to Office of Management and Budget (OMB) approval.

New York City Residency is required for this position.

Authorization to work in the United States is required for this position.

THE DEPARTMENT OF CITY PLANNING IS AN EQUAL OPPORTUNITY EMPLOYER AND A COPY OF THE EQUAL OPPORTUNITY PROGRAMS IS AVAILABLE IN THE HUMAN CAPITAL DIVISION. THE DEPARTMENT MAKES AVAILABLE ACCOMMODATIONS FOR DISABLED APPLICANTS.