



POSITION AVAILABLE

CITY PLANNER I

Population

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 neighborhoods and business districts, as well as establishing policies and zoning regulations. 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.

More specifically, under Housing New York: A Five-Borough, Ten Year Plan, the Department is leading coordinated, ground up neighborhood planning studies and advancing regulatory changes – mandatory inclusionary housing – 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 New York City Department of City Planning is a great place to work – cultivating intellectual inspiration, professional development and creativity. Visit our website at www.nyc.gov/planning to access the full listing of job opportunities and to learn more about our great agency.

THE DIVISION

The Population Division is responsible for the compilation, analysis, and dissemination of census and related federal, state, and local data for city agencies and a variety of local organizations that serve the communities of the city. We are the city's hub of expertise in census data dissemination and analysis. Within the Department, the Population Division provides data for a variety of local and citywide planning studies, environmental review analyses, and capital planning strategies. We also provide other city agencies and outside organizations with data to address questions of concern involving needs assessment, program planning and targeting, and policy formulation. Finally, with the approaching Census enumeration, the Population Division is

involved with a number of efforts to help ensure an accurate census.

THE ROLE

The Population Division is looking for a quantitatively oriented person with knowledge of the planning process, to provide demographic data and analyses for a range of clients. This involves the compilation and analysis of census and related data for planning studies, and as a basis for identifying and prioritizing neighborhoods at risk of census undercounts.

Responsibilities will include but not be limited to:

- Analyze demographic and socioeconomic data for a variety of projects related to needs assessments, policy development, and program planning/implementation;
- Work closely with planners, geographers, demographers, and data specialists, assist in the day-to-day research and evaluation of housing unit estimates prepared by DCP and by the Census Bureau;
- Create and execute programs to download, process, compile, and tabulate data from a variety of federal, state, and local sources, preferably using SPSS;
- Prepare reports on the characteristics of the population and population trends for a variety of audiences, including city planners, members of other city agencies, and the public;
- Conduct extensive field research in neighborhoods across the city, to document the existence of areas with large numbers of difficult-to-enumerate housing units.
- Assist in performing quality assurance of data files, and documenting work procedures and methodologies.

MINIMUM REQUIREMENTS

1. A baccalaureate degree from an accredited college or university and two years of satisfactory full-time experience in city planning; or
2. A satisfactory combination of education and/or experience that is equivalent to "1" 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

- Strong research and analytical skills. Facility with numerical data and a firm conceptual understanding of major data sources;
- Basic knowledge of land use and zoning

- Ability to write clear, technically concise reports, using quantitative data
- Capacity to work with others as part of a research team
- Experience working with decennial census and/or data from the American Community Survey a plus
- Experience conducting field work a plus
- Knowledge of GIS and the planning process a plus

CIVIL SERVICE TITLE: **City Planner I**

SALARY RANGE: **\$50,000 - \$60,000**, commensurate with experience; full NYC benefits package

APPLICATION DEADLINE: **September 29, 2016**, or until filled

TO APPLY: ALL APPLICATIONS MUST BE SUBMITTED THROUGH THE NYC JOBS 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: **258629**
- Click on the job business title: **City Planner I – Population**
- Click on “Apply Now” at the bottom of the posting

Only applicants under consideration will be contacted.

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

The candidate selected for this position must be a resident of the City of New York or become a resident within three months of appointment.

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.