



POSITION ANNOUNCEMENT

TOWN PLANNER

TOWN OF HAYMARKET, VIRGINIA

The Town of Haymarket, a small community of 1,900 in Northern Virginia, is seeking innovative, self-directed candidates for the position of Town Planner. This is a professional position responsible for the administration and enforcement of the Town's zoning and land development regulations, performing a variety of tasks related to permitting, development review, project management, customer service, records management, research and analysis. The Town Planner is the primary staff support for the Planning Commission, Architectural Review Board, and Board of Zoning Appeals. The preferred candidate will have a demonstrated knowledge of planning principles with an understanding of the study of economic development. This position requires the ability to work effectively with all Town Boards, staff, citizens and businesses, and the ability to work independently, to critically assess situations, and work effectively under multiple deadlines, and changes in work priorities. Attendance at occasional night meetings is required.

Candidates should have education and experience equivalent to a Bachelor's Degree in Planning or related field, with a minimum 2 - 4 years professional planning experience in local government preferred. Salary range \$45,000 - \$70,000 DOQ, plus excellent benefits.

Please send a completed Town application, resume, cover letter, and a writing sample (required - three page max.) to Kimberly Murray, Town Manager at kmurray@townofhaymarket.org. Applications available at www.townofhaymarket.org. The position is open until filled. EOE