



The City of Wildomar
CLASSIFICATION DESCRIPTION

Class Title: Associate Planner

Department: Planning

Pay Grade: 22

Annual Salary: \$75,332 - \$94,079 Annually

Class: General, Non-Exempt

Effective: January 1, 2020

The **City of Wildomar** is seeking a dynamic **Associate Planner** to work in the Planning Department offering a variety of opportunities and work assignments. The primary duties for this position will be to assist the Planning Director with the city's development review process as part of our current planning activities. The position will provide support to the Director in some advanced planning activities related to the 2021 Housing Element update, SB 2 housing implementation programs, CDBG program activities, and other advanced planning related assignments. The position will also be the primary position responsible for overseeing the city's land use and zoning counter working with the city's on-call consultants to provide excellent customer service to our residents and development community. Depending on candidate qualifications and Department needs, the selected candidate may be assigned to duties across the Planning Department, which would include zoning ordinance updates, special projects, and assistance in supporting the city's economic development activities, and CEQA review procedures. The primary function for this position relates to Current and Advanced Planning work assignments, as well as, the department's plan check review process working with our engineering and building departments as part of the process. Knowledge of state general plan, zoning, subdivision and environmental laws is critical.

Candidates must possess at least a Bachelor's degree in Urban and Regional Planning from an accredited college or university with major course work in urban planning, architecture, or a closely related field. The Associate Planner must have at least two (2) years, of responsible urban planning experience working preferably for a municipal or county governmental agency. The Associate Planner Salary is \$75,332 - \$94,079 Annually. City offers a comprehensive benefits package.

Apply By:

OPEN UNTIL FILLED RECRUITMENT.

For the employment application and full job description and how to apply, please visit the City's website at the following web address:

<http://www.cityofwildomar.org/cms/One.aspx?portalId=9894827&pageId=15921051>

To learn about the City, visit our website at <http://www.cityofwildomar.org/>.

All employment applications and resumes must be submitted by mail or emailed to:
Sherri D. Stanton, Human Resources Administrator (sstanton@cityofwildomar.org).
Resumes will not be taken in lieu of a completed application. Employment applications and resumes can be mailed to:

City of Wildomar
Human Resources Division
c/o Sherri D. Stanton, M.B.A.
23873 Clinton Keith Road, Suite 201
Wildomar, CA 92595

Postmarks and facsimiles will not be accepted.