

**SENIOR LAND PLANNER
JOB DESCRIPTION**

TITLE:	Senior Land Planner
REPORTS TO:	Director of Operations
QUALIFICATIONS:	<ul style="list-style-type: none">• College education, preferably in agriculture business, planning or related study.• Minimum 5 years' experience in leading commercial land development projects, project management and staff mentoring and training.• Strong oral and written communication skills. Must be able to communicate effectively and provide feedback in a professional manner with government officials and general public. Must be able to resolve problems and handle conflict; make effective decisions under pressure.• Ability to provide site design solutions utilizing municipal development codes and accepted design practices.• Ability to read, analyze, and interpret governmental regulations. General familiarity with Colorado State Statutes a plus.• Ability to read and understand architectural and civil engineering plans.• Should possess strong working relationships with developers, attorneys, land planners and counties, municipalities, and other state and local agencies.• Basic knowledge of Land Survey practices, soils science, transportation and geography.• Knowledge of computer hardware and software programs, including Microsoft Word, Excel and PowerPoint and Internet applications. AutoCAD proficiency a plus.• Knowledge of Statistical, algebraic, or geometric computations and ability to apply such knowledge in practical situations• Knowledge of professional business practices, including marketing, contracting, budgeting, scheduling and billing.
HOURLY RATE:	DOE

SUMMARY

The Senior Land Planner will lead a variety of land planning and municipal entitlement projects, including marketing and scoping new projects, budgeting, scheduling and problem solving. This position is best suited for a professional who is self-motivated, pro-active, organized, and articulate and works well under pressure.

The candidate will have demonstrated ability to communicate complex issues into practical solutions. The candidate will be capable of handling multiple projects within a fast-paced environment and be able to develop and maintain positive working relationships with all contacts both inside and outside the company. It is expected the candidate will achieve results with minimal supervision and absence of day-to-day guidance. The ideal candidate will have common sense, remain calm under pressure, be a team player, be customer focused and have the ability to inspire confidence.

RESPONSIBILITIES

The Senior Land Planner is responsible for the following tasks, including, but not limited to:

- Fields potential client inquiries; follows through with project identification, scoping and contracting.
- Coordinate the preparation of land-use applications and supporting documentation including planning studies and reports in support of new and updated plans, programs and regulations
- Provides coordination and scheduling with other in-house services including, civil engineering, surveying, regulatory services and administrative staff.
- Prepares site plans for conformance with codes, plans, and regulations;
- Develops presentations and presents on behalf of the client and the organization including neighborhood meeting facilitation, and project presentation at scheduled public hearings.
- Seek new work when appropriate; identify potential leads and maintain relationships with key clients.
- Composes, types, edits, and proofreads a variety of complex documents, including reports, letters, memos, statistical charts, and correspondence; organizes and assembles documents; files and catalogs maps, photos, and other materials; inputs and retrieves data and text using a computer terminal
- Processes monthly invoices, additional service contracts, and follow-up collections as necessary.

PHYSICAL DEMANDS

Occasional lifting or moving of lightweight material, walking and standing. May be prone to sitting for extended periods of time.



COMPANY

AGPROfessionals is a full-service agricultural development company that provides real estate, engineering, surveying, environmental, and land use consulting for the agriculture industry across the U.S. AGPROfessionals is growing within a fast-paced and demanding environment with changing needs and priorities.

We offer competitive wages and an excellent benefit package in a casual yet professional environment. If you are interested in joining our team, please visit our website at www.agpros.com to submit your cover letter and resume.