

SENIOR REGIONAL PLANNER

DISTINGUISHING FEATURES OF THE CLASS: The work involves assisting local governments and agencies in developing projects concerned with physical and environmental planning in the Southern Tier West Region. This class differs from that of Regional Planner by virtue of its expanded scope, increased complexity, and additional supervisory responsibility. Duties are performed under the general supervision of the Executive Director with leeway allowed for the use of independent judgement in carrying out the details of his work. Direct supervision may be exercised over subordinate planning personnel. A Senior Regional Planner also performs related work as required.

TYPICAL WORK ACTIVITIES:

- Prepares and supervises the preparation of planning projects concerned with land and water use, transportation systems, and community facilities;
- Monitors the impact of projects on the air and water quality in the area;
- Prepares and instructs others in the preparation of applications for Federal and State grant funds;
- Reviews funded projects for adherence to grant contracts;
- Acts as a resource person for several Southern Tier West Committees;
- Compiles planning data from a variety of sources;
- Submits periodic reports of activities for inclusion in Southern Tier West publications;
- Reviews and comments on grant applications under the A-95 Review System.

FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES, AND PERSONAL CHARACTERISTICS:

Thorough knowledge of the terminology and practices used in physical and environmental planning; thorough knowledge of the regional planning needs in the Southern Tier West Area; good knowledge of Federal and State regional assistance programs; ability to communicate effectively both orally and in writing; ability to gather statistical and demographic data from a number of sources; ability to plan and supervise the work of others; ability to write grant applications; ability to understand and carry out oral and written instructions; physical condition equal to the demands of the position.

MINIMUM QUALIFICATIONS:

- A. Graduation from a regionally accredited or New York State registered college or university with a Master's Degree or possession of the equivalent number of graduate credit hours. Course work must have included a minimum of 24 graduate credit hours in planning, economics, architecture, landscape architecture, environmental design, engineering, business or public administration, social or natural science, geography, statistics, or mathematics subjects, *AND* one year of experience in planning, architecture, landscape architecture, environmental design, engineering, business or public administration, finance, statistics, geography, or grantmanship;

OR

- B. Graduation from a regionally accredited or New York State registered college or university with a Bachelor's Degree or possession of the equivalent number of credit hours. Course work must have included a minimum of 48 undergraduate credit hours as described in (A) above *AND* two years of experience as described in (A) above;

OR

- C. Six years of experience as described in (A) above;

OR

- D. An equivalent combination of training and experience as defined by the limits of (A), (B), and (C).

CATTARAUGUS COUNTY CIVIL SERVICE COMMISSION

Adopted: 11/29/65

Revised: 12/17/79 (from Senior Planner)