

## **City of Bainbridge Island**

### **Director, Planning and Community Development Bainbridge Island, WA**

The City of Bainbridge Island, a vibrant, diverse community of 21,000, is located just 35 minutes by ferry from downtown Seattle. Featuring a wonderful combination of farms, wineries, hiking trails and local arts, we offer small town charm steeped in history, culture and natural beauty.

#### **RESPONSIBILITIES**

We're looking for an effective and enthusiastic Director of Planning and Community Development to provide overall leadership and management of the Planning and Community Development department, as related to current and long-range planning, building, environmental and community development functions.

Key responsibilities include: directing day-to-day activities of staff; directing expenditures and monitoring department budget and capital projects; overseeing the provision of information to property owners and other parties of interest pertaining to land use, ordinances, codes, the comprehensive plan and other community interests; ensuring compliance with city and departmental goals and policies; serving as a resource to the Mayor, Council, City Administrator, and other persons; attending Council meetings and other designated functions; and building strong relationships with the planning community, environmental groups, businesses, developers, State agencies and other government organizations.

#### **QUALIFICATIONS**

To be successful in this role, you will need a Master's degree in Urban Planning, or a related field, with 5 years of senior management experience in planning and community development, or an equivalent combination of experience and education. Must have experience working in a comparable environment with Mayor- and Council-related responsibilities with proven ability to establish strong relationships with representatives of both public and private sectors. Additional knowledge of staff development, budgeting and standard departmental operations is also required, along with exceptional leadership, communication and planning skills.

A full job description, qualifications and application are available on the City's Web site in the employment section: [www.ci.bainbridge-isl.wa.us](http://www.ci.bainbridge-isl.wa.us)

#### **HOW TO APPLY**

Download and complete a COBI application form, then mail, e-mail or fax it along with a letter of interest to:

Human Resources  
City of Bainbridge Island  
280 Madison Avenue  
Bainbridge Island, WA 98110  
E-mail: [HR@ci.bainbridge-isl.wa.us](mailto:HR@ci.bainbridge-isl.wa.us)  
Fax: (206) 780-8599

Please contact Human Resources with questions at: (206) 780-8629. Open until filled.

*The City of Bainbridge Island is an Equal Opportunity Employer.  
Women and Minorities Are Encouraged to Apply.*