

## VACANCY ANNOUNCEMENT

### **Planner**

### **Natural Resources Group/Center for Livable Communities**

**OPEN DATE:** June 13, 2019 (*Revised June 18, 2019*)

**CLOSE DATE:** Open until Filled

#### **POSITION SUMMARY:**

The Atlanta Regional Commission (ARC) is the regional planning and intergovernmental coordination agency that focuses on issues critical to the region's success, including growth and development, transportation, water resources, services for older adults and workforce solutions. ARC is dedicated to unifying the region's collective resources to prepare the metropolitan area for a prosperous future. This is done through professional planning initiatives, the provision of objective information and the involvement of the community in collaborative partnerships.

This position is for a water efficiency Planner for the ARC and the Metropolitan North Georgia Water Planning District ("District") ([www.northgeorgiawater.org](http://www.northgeorgiawater.org)), which is staffed by ARC.

ARC and the District both play an important role in municipal water conservation and efficiency planning through their work with local governments and a wide range of other stakeholders. The District works with its stakeholders to develop regional water conservation and efficiency plans and required actions (see Section 5.2 of the District's [current plan](#)). The District's plan has helped metro Atlanta reduce its total water withdrawals by 10% since 2001 even while our population has grown by more than a million people (20%). The District has been nationally recognized for the actions taken by the District and its utility partners towards improving the region's water efficiency.

The Planner will play a key role in supporting and building on ARC's and the District's nationally-recognized water conservation and efficiency planning and implementation efforts. To increase regional water efficiency and ensure adequate water supplies for our future, this position will work as a member of a team to identify policy and technological opportunities, develop plans based on the Atlanta region's unique characteristics, and help facilitate local action. This position will work on a local, regional, and national level. This individual will also support and report to the District's water policy officer and work collaboratively with the broader natural resources group on integrated water and natural resource planning.

#### **ESSENTIAL DUTIES AND RESPONSIBILITIES:**

- Serve as a subject matter resource for local governments and utilities as they implement the District's 2017 water conservation plan (see Section 5.2 of the District's [current plan](#));
- Help develop water conservation and efficiency actions for the District's next plan, which is anticipated to be completed in 2022;

- Support and help facilitate the District's water conservation technical coordinating committee, which is made up of utilities and local governments;
- Evaluate new technologies, policies, plans, and practices to improve water efficiency through existing and new research;
- Support efforts to increase indoor and outdoor water efficiency through voluntary and mandatory standards and codes;
- Evaluate existing technologies, policies, plans, and practices to support implementation, develop best practices, and identify those that may need to be reconsidered;
- Support local efforts to make maximum and efficient use of existing water supplies, water plants, and water distribution systems;
- Identify, support, and in some cases lead efforts to increase the District's visibility on a regional and national level; and
- Stay abreast of national trends in water conservation and efficiency best practices.

**REQUIRED KNOWLEDGE, SKILLS, ABILITIES AND COMPETENCIES:**

- Interest in working with government entities across metro Atlanta to evaluate water efficiency and conservation planning, actions, and implementation;
- Knowledge of national trends in water conservation and efficiency best practices;
- Skill in defining problems, collecting data, establishing facts and drawing valid conclusions;
- Ability to review, understand, and evaluate technical research, data, and case studies;
- Ability to collect and analyze water data and run desktop-based models on water use;
- Ability to communicate complex ideas and technical information clearly and precisely through a combination of oral, written, and visual means to a wide variety of stakeholders, including the public, technical staff, and partners;
- Possess effective presentation and written and oral communication skills;
- Possess eagerness to learn new things through mentorship by senior staff, by participating in a wide variety of professional organizations, and independent research and learning;
- Proficiency with Microsoft Office software applications.

**MINIMUM QUALIFICATION (equivalent combination acceptable):**

- Bachelor's degree in in urban or regional planning, public policy, engineering, architecture, economics, finance, marketing, real estate, natural resources management, sustainability, or a related field

**PREFERRED QUALIFICATIONS (equivalent combination acceptable):**

- Academic or professional experience related to natural resources management
- Two years related experience in water or energy efficiency programming, planning, or policy
- Demonstrated interest in natural resources management
- Graduated with honors or other distinction

**SPECIAL REQUIREMENTS:**

In addition to the detailed examples of responsibilities and abilities contained herein, all employees of the Atlanta Regional Commission are expected to model behavior consistent with the guiding

principles outlined in our **Evolution Strategy**. Specifically, incumbents are responsible for demonstrating work habits that are:

1. Interdisciplinary by promoting professional and interpersonal connections and integration across functional disciplines;
2. Holistic by seeking expertise within the team, Group, or Agency to produce his/her work output, and demonstrating a strong understanding of and support for interrelationships between their work and the work of others in the team, Group, or Agency;
3. Actionable by continuously striving to improve his/her capabilities to produce sustainable outcomes, and displaying a strong need for achievement and a high energy level to attain goals;
4. Outcome Based by taking the initiative to meet goals and expectations, and consistently striving to produce tangible results with significant visible impact, and;
5. Targeted toward Ensuring Colleagues' Success by willingly and deliberately providing his/her expertise to others in an effort to build and sustain effective internal and external working relationships, and by modeling behaviors that consistently demonstrate concern for colleagues' success, needs, respect, trust and integrity.

**ANNUAL SALARY RANGE:** \$49,441-\$66,745 (no SS deductions except for Medicare portion, approx. 1.45% of salary)

*ARC is an equal opportunity employer and does not discriminate on the basis of race, color, national origin, sex, age, religion or disability in employment or the provision of services.*