Dear Midwest Urban Foresters,

Please see the job announcement below as posted in the Alliance for Community Trees newsletter.

Jill

**Environmental Planner, City of Olympia, WA** (primary staff responsible for urban forestry program)

[http://agency.governmentjobs.com/olympiawa/default.cfm](http://agency.governmentjobs.com/olympiawa/default.cfm)

**Deadline: March 19, 2012**

The City of Olympia Community Planning & Development Department is seeking a qualified individual to fill the position of Associate Planner. This position is a regular part-time position (.5 FTE). The selected individual will be primary staff responsible for the City's Urban Forestry program, which includes development review, public-outreach including "Neighborwoods", technical assistance to other City staff, and general municipal silviculture.

This position will coordinate environmentally sensitive areas and landscaping review with other staff. As members of Community Planning & Development Department, Olympia's planners work directly with other staff in all aspects of development review and are "keepers" of the City's Comprehensive Plan. The ideal candidate will have substantial training and experience in Urban Forestry combined with a background in environmental planning.

The ideal candidate will have sufficient training and experience to perform the duties of the position with minimal training, and a broad range of skills and experience related to Urban Forestry and environmental planning:

* Understand, explain, and write regulations and similar documents
* Respond to and resolve potentially confrontational situations
* Build strong working relationships with other agencies and city staff
* Analyze proposals, identify opportunities, exercise good judgment and attain quality results
* Collect and present information to others, including at public meetings
* Be responsive to both permit applicants and the public in general
* Perform the duties of the position with the resources available
* Be organized, flexible and reliable within a complex environment
* Have at least two years of related professional experience and demonstrated skill in the field
* Act in a responsible and respectful manner toward all members of the community

**QUALIFICATIONS**

* Knowledge of planning principles, practices, regulations, and techniques as related to land use, environmental impact, transportation, etc.
* Knowledge of local government and political decision-making processes related to planning issues.
* Knowledge of specialized area of planning such as community development, economic development, environmental planning, historic preservation, or forecasting regional development.
* Skill in working with various stakeholders to achieve a solution to a project or proposal.
* Skill in formulating and presenting appropriate planning options to various audiences.
* Skill in preparing support documentation which clearly, precisely, and concisely presents planning
recommendations.
* Skill in working in a team discipline.
* Ability to develop and write plans based on an analysis of data and on-going citizen and staff input.
* Ability to organize and manage varied work programs, including monitoring the budget, work schedules, grant requirements, and progress reviews.
* Ability to communicate effectively with individuals and groups regarding complex or controversial planning policies or regulations.
* Ability to direct or coordinate the work of planning and agency staff members.
* Ability to establish and maintain effective working relations with elected and appointed officials, staff of other agencies, Planning staff, and the community.
* Demonstrated punctual, regular and reliable attendance is required.

Education/Experience:
* Four-year degree in Urban Planning, Urban Forestry, Forestry or Horticulture or a closely related field combined with increasingly responsible professional experience in the field.
* Work experience may be substituted for education on a year for year basis.

Special Requirements:
* Valid Washington State Driver's License required.

TO APPLY
For more information including important application instructions and position details, and to submit an application, visit the City of Olympia employment website. If you have any questions about the position and/or requirements, please contact Todd Stamm, Planning Manager, at 360-753-8597 or via email at tstamm@ci.olympia.wa.us.

~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~

Jill R. Johnson
Midwest Urban Forestry Coordinator
U.S. Forest Service

(651) 649-5253
djilljohnson@fs.fed.us
~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~

This electronic message contains information generated by the USDA solely for the intended recipients. Any unauthorized interception of this message or the use or disclosure of the information it contains may violate the law and subject the violator to civil or criminal penalties. If you believe you have received this message in error, please notify the sender and delete the email immediately.