

JOB OPENING – POWELL COUNTY PLANNING DIRECTOR

Title - Powell County Planning Director (this is a full time permanent position)

Responsibilities include:

Planning

- Administer and insure compliance with Powell County Zoning & Subdivision Regulations
- Process Floodplain applications, subdivision plats, conditional use permits in accordance Powell County Zoning & Development Regulations
- Update and maintain the Growth Policy
- Research, prepare and present written findings and staff recommendations on development proposals for the Planning Board and County Commissioners
- Provide regulatory information to the public
- Prepare legal notices and maintain public records
- Provide advice to County Boards, such as Parks, Trails, and other appropriate groups
- Help facilitate the Community Wildfire Protection Plan as well as the Capital Improvements Plan by coordinating with the County's consultants
- Secure and manage appropriate planning grants
- Supervise planning staff
- Knowledge of GIS
- Serve as liaison with Montana DEQ, Commissioners, and landowners for the Powell County/Clark Fork River Superfund Cooperative Agreement

Economic Development

- Serve as Powell County's representative to Headwaters Resource Conservation and Development Area
- Facilitate local meetings to engage community in economic development activities
- Search out and secure grants that further economic development and land use planning efforts in the county

Professional

- Position requires Bachelor's degree in Land Use Planning, Engineering, Public Administration or related fields. Salary, hourly, DOQ, plus benefits. Full-time, permanent position.
- Successful applicant will obtain Certified Floodplain Manager status within one year from date of hire

Accountability

- Accountable to the Powell County Commissioners, who are the individual's supervisors

This position is open until filled.

Submit application and resume to:

Contact Jody Walker, Powell County Clerk & Recorder

409 Missouri Avenue, Deer Lodge, MT 59722

Email: jwalker@powellcountymt.gov

Phone: 406-846-9723