

**JOB ANNOUNCEMENT**  
**Internal/External Recruitment**

- Position:** Planner I
- Department:** Regional Planning
- Status:** Full Time, 40 hours per week
- Salary:** Grade 17; \$48,314 starting rate, DOE, plus benefits
- Application:** Candidates must submit via email or fax a standard MAG application and optional resume by 5:00 p.m. on Monday, September 24, 2018. Application materials should be submitted to [careers@mountainland.org](mailto:careers@mountainland.org), or fax to 801-229-3671. Application is available at [www.mountainland.org/careers](http://www.mountainland.org/careers).

**Minimum Qualifications:**

1. Minimum BS or BA degree in Geography, Urban Planning, Geographic Information Systems, Civil Engineering, or other related discipline AND
2. Two years related work experience

**Knowledge, Skills and Abilities:**

1. Familiarity with land use/transportation planning concepts.
2. Familiarity with general plan concepts.
3. Knowledge of geographic data analysis techniques.
4. Knowledge of census and other demographic data products.
5. Working knowledge of MS Office Suite, emphasis on Excel.
6. Working knowledge of ESRI GIS software.
7. Ability to develop effective working relationships with internal staff as well as representatives of local, state, and federal offices, elected officials and the public at large.
8. Programming tools desired but not required (e.g. VBA/VB, Python, etc.)

**Primary Responsibilities:** Work with municipal staff, planning commissions and city councils with general plan assistance and updates. Collects, creates, organizes and analyzes data inputs needed by the regional land-use model. Provides data quality control, ensuring consistency, accuracy and completeness of very large datasets. Working and coordinating with other regional and state agency staff. Other planning and data responsibilities as assigned.

**Other Duties:** Please note this job description is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities that are required of the employee for this job. Duties, responsibilities and activities may change at any time with or without notice.

**Physical/Environmental Factors:** This position requires sitting at a desk or in meetings for extended periods of time, standing and walking, ability to project voice for public speaking, attendance at night meetings, irregular working hours, exposure to potentially high-stress environments and situations, and regular travel with the region and Wasatch Front area.

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