



THE CITY OF

BAINBRIDGE ISLAND

W A S H I N G T O N

The City is seeking talented professionals to serve as the City's next

ASSOCIATE PLANNER (SHORELINE) CONTINUING SEARCH

\$58,585 - \$73,468 DOQ *plus excellent benefits*

*Apply immediately! Cutoff for review January 19, 2010.
Open until filled.*

THE COMMUNITY

Located just 35 minutes west of Seattle by ferry, Bainbridge Island is a community rich in history, culture and natural beauty, and is enjoyed by residents and visitors alike. A wonderful combination of farms, wineries, hiking trails and local arts welcomes visitors year round. Bainbridge Island shorelines border the main body of Puget Sound, a large protected embayment, Port Orchard Bay, and two high-current tidal passages, Rich Passage and Agate Pass. The island is characterized by an irregular coastline of approximately 53 miles with numerous bays and inlets.

Despite the City's growth from a small town of 2 square miles and 3,147 people to the entire 28 square miles of the island and a population of 23,290, Bainbridge Island has managed to preserve its friendly aura, island life charm, and natural environment. While quality commercial and governmental services are a necessary element of modern day life, the natural features which drew the original settlers to this area remain the most important attractions for today's residents. Balancing growth and development, while maintaining Bainbridge Island's unique blend of open space and natural beauty, are a high priority for the island's citizens.

THE DEPARTMENT

The Planning and Community Development Department is composed of the Administration, Building, Current Planning and Long Range Planning divisions.

- The Administration Division includes the Director and staff support for the Department. This work unit also includes Code Compliance.

- The Building Division administers the International Building Codes for residential, commercial and industrial structures through its permitting and inspection processes.
- The Current Planning Division administers land use applications of a quasi-judicial nature as defined by the City code. In all, the Division has some 27 separate application processes to administer.
- The Long Range Planning Division is almost entirely oriented to the preparation and updating of long-range plans such as the City's Comprehensive Plan, the Shoreline Management Master Program, the Critical Areas Ordinance and special projects. Also, staff prepares regulatory ordinances to implement the various plans.

THE POSITION

The Shoreline Planner is a senior professional planning position within the Department of Planning and Community Development. The major specialty focus is on shoreline management covering a wide variety of complex, multi-disciplinary subject matter related to shoreline management, natural resources management, wetlands, watershed and water quality protection. The position provides unique opportunities for professionals with an integrated background in planning, policy, environmental science, and eco-system based management.

Reporting to the Long Range Planning Manager, the Shoreline Planner is responsible for project management of the City's Shoreline Master Program (SMP), including amendments and major updates to the SMP, public outreach on shoreline-related issues, processing shoreline permits, and providing consultations to other staff and other

departments on shoreline-related activities. The Shoreline Planner will also be responsible for managing on-going shoreline restoration projects and implementing shoreline restoration and conservation. Additional responsibilities of the Shoreline Planner include participating in other long range planning projects related to the Growth Management Act (GMA), amendments and updates to the City's comprehensive plan and the City's development code, presentations to the public, Planning Commission, City Council, and other planning hearings and judicial proceedings, and interfacing with the community, shoreline property owners, environmental groups, business owners, developers, state agencies, and other government organizations.

Essential Functions:

- Functions as a member of the long range planning and natural resources team and works closely with the Director, Planning Manager, other City staff, and community organizations to guide and help coordinate shoreline and natural resources planning, complex shoreline projects, and other day-to-day planning activities.
- Coordinates shoreline restoration and conservation efforts, including management of shoreline restoration projects.
- Facilitates and performs planning department policy and code development functions.
- Prepares reports and presents findings and recommendations.
- Coordinates and performs technical planning functions, including: meeting with development professionals on land use applications; environmental policy review, regulation and code interpretation; policy, regulation and ordinance development; and review and analyze land use/building applications; and other duties as assigned.

IDEAL CANDIDATES

The ideal candidate will demonstrate the following:

Project Management Skills

- Ability to work with a variety of people and interest groups on controversial issues, integrating science and public policy in the development of shoreline policies and regulations that meet state laws and guidelines and implements the communities' vision for the shoreline;
- Successful project management and the ability to work both independently and collaboratively as appropriate, and to

manage multiple projects, including developing and managing work plans, schedules, budgets and deliverables;

- Ability to prioritize and coordinate workload; write and manage grants; manage consultants and contracts, including managing consultant work progress, budget, and deliverable deadlines.

Technical Knowledge and Skills

- Professional understanding of marine shoreline ecological functions and processes and the ability to work effectively with scientists and consultants to develop a shoreline inventory and analysis report which is intended to characterize current shoreline conditions; evaluate existing functions and values of the shoreline resources; analyze cumulative impacts, and write an ecosystem-based management program;
- Ability to effectively facilitate the public and decision makers in understanding shoreline processes and functions, legal requirements, and management challenges;
- Technical knowledge in planning theory as well as knowledge and understanding of the legal administrative rules, including the relationship between the Shoreline Management Act (SMA) and the Growth Management Act (GMA), and Critical Areas Ordinances;
- Moderate to advanced abilities with ArcGIS, Microsoft Excel, and Microsoft Word software.

Communications Skills

- Direct, straightforward communication style with excellent written and presentation skills, including listening skills to achieve understanding of a variety of viewpoints;
- Ability to communicate in an environment of competing interests while maintaining project progress;
- Skills and ability to convey complex technical and legal information to a variety of audiences.

Personal traits

- Confidence, enthusiasm, and respect, with a strong desire to listen and understand complicated issues from all perspectives and to work collaboratively with colleagues, elected officials, interest groups and citizens, finding common ground to achieve community and department goals and objectives.
- Ability to work as part of a team and develop collaborative relationships.

EXPERIENCE & EDUCATION

Required: Any combination of experience and training that provides the desired skills, knowledge, and abilities equivalent to a Bachelor's degree in urban planning, community development, public administration, natural resources, environmental studies, or related fields with continuing education and three years of progressively responsible professional and specialty planning experience in a comparable environment.

Preferred: A Bachelor's degree in planning, natural resources or environmental studies and four years relevant governmental work experience with a local government in Washington State.

BENEFITS

- Washington State PERS retirement
- Deferred Compensation Program
- FSA for Health and Dependent Daycare
- Medical, Dental and Vision
- Life insurance
- Employee Assistance Program
- Sick leave
- Vacation
- 11 paid holidays (same as State of Washington)
- Wellness Program
- Commute Trip Reduction compensation

HOW TO APPLY: Applicants must submit a City of Bainbridge Island Application form. Resume and letter of interest are optional for this position.

Applications due for review no later than:

4 pm, Tuesday, January 19, 2010

Human Resources
City Hall, 280 Madison Avenue North
Bainbridge Island, WA 98110
Fax: (206) 780-8599

**Application and a full job description can be downloaded
from the City's website in the Employment section.**

www.ci.bainbridge-isl.wa.us

Contact Human Resources with any questions:
(206) 780-3705

An Equal Opportunity Employer