

# DIRECTOR OF PLANNING

## CITY OF JOLIET, ILLINOIS

Joliet IL (population 150,362) is a diverse, strategically located community just 35 miles southwest of Chicago, in Will and Kendall Counties. Are you a highly professional, forward-thinking individual who is interested in serving as the next Director of Planning for the City of Joliet? In this role, you would be able to build momentum and capitalize on the kick-off of the first Comprehensive Plan update in 65 years. After that groundwork is laid, you will lead the revision of the zoning code and subdivision regulations improve processes, outcomes, and allow residents and developers to engage with a streamlined development effort. This exciting opportunity will allow you to capitalize on applying innovative approaches, manage complex processes and focus on how the department can collectively improve policies and procedures to ensure a positive community impact for residents, contractors and developers. You will help shape of the community's growth for many years into the future.

**Joliet continues to grow!** As the third largest community in Illinois, consideration of vertical development and infill development may allow them to reach their goal of being the second largest city in Illinois. Through further annexation and green field development, expansion opportunities exist. The City covers approximately 63 square miles offering a combination of a strong manufacturing and industrial sector, a historic downtown, established neighborhoods balanced with newer residential subdivisions, extensive recreational opportunities, and strong school systems. They have a vibrant manufacturing and industrial sector with over 3,800 businesses.

Joliet is home to the Joliet Slammers (a minor league baseball franchise), Harrah's and Hollywood Casinos, Rialto Square Theater, and is the Will County seat. As a result of its convenient location, robust new commercial and industrial development, Joliet's growth will continue to support the economic profile and long-term financial health of the community.

As Planning Director, you would be one of the 5 Directors within the Community Development team and report to the Director of Community Development. You would be responsible for the oversight of planning and zoning activities including partnering closely with the directors in the other Community Development Divisions as well as the engineering directors in Public Works and Public Utilities Departments. This role also oversees zoning enforcement activities for the City. You would be charged with overseeing a division budget of approximately \$1.5 million, as well as management and leadership of 6 full time staff and seasonal interns. As Planning Director, you would serve as the secretary to the Zoning Board of Appeals and the Plan Commission; these meetings are held monthly during the workday. The Planning Director oversees staff who function as liaisons to the Historic Preservation Commission, Arts Commission and other ad-hoc committees as formed. You would actively support the City Council on development related issues, and typically attend the bi-monthly City Council meetings.



## POSITION REQUIREMENTS

- A minimum of seven (7) years progressively responsible experience. Preference for candidates with some supervisory experience. Demonstrated knowledge of municipal planning, realty, economic development, business and public finance, zoning and building code compliance. Familiarity with the annexation and subdivision platting process. Exposure to the opportunities and challenges of a community with older, established neighborhoods.
- A bachelor's degree in urban planning, public administration or closely related field; a master's degree and AICP certification is strongly preferred.
- A customer service focus and team-oriented leadership style with knowledge of and practice in modern planning concepts, principles, strategies, practices, and techniques.
- An individual who supports positive interactions with coworkers, the public and others to raise and maintain a work environment that is responsive and supportive.
- An innovative, champion of continued process improvement with an understanding of how to foster a progressive and creative planning efforts with a demonstrated interest in technology; experience with and an understanding of new technology and planning applications helpful.
- Skilled and resourceful in resident and business engagement; comfortable responding to complex issues while navigating policies and procedures with a focus on building a stronger, resilient Joliet.
- A creative, problem-solving approach and well developed interpersonal and oral/written/presentation communication skills.

## COMPENSATION AND BENEFITS

This position offers a salary range up to \$170,000 with an expected starting salary range of +/- \$130,000 to \$140,000 depending on qualifications and experience. Joliet offers an excellent benefit package with exceptionally strong health insurance benefits including a PPO and HMO option for medical, dental and vision coverage, a flexible spending account, life insurance, 13 paid holidays and tuition reimbursement. Joliet is an inclusive employer and residency is not required.

The position is typically required to work in the office during the City Hall hours. The position is exempt under FLSA. As many Commission meetings are held during the day, there are limited evening hours required.

## SELECTION PROCESS

Apply online at [www.govhrjobs.com](http://www.govhrjobs.com) with a resume, cover letter and contact information for five professional references by January 10, 2025. Questions may be directed in confidence to Kathleen (Katy) Rush, MGT Authorized Independent Executive Recruiter, at 847-390-3240.

