



ASSISTANT PLANNER

Company Profile:

The EUPRPDC, established in 1968, is a multi-county organization to pool resources for the assistance of local governments in the Eastern Upper Peninsula. We assist EUP municipalities and counties in the areas of grant writing, community surveys, land use planning, recreation planning, economic and community development, transportation, and GIS mapping. The EUPRPDC is a regional, non-profit government agency operating under Michigan Public Act 281 of 1945.

Compensation & Benefits: Around \$37-42k, DOQ, and plenty of benefits, including:

- MERS Defined Benefit Pension Plan (5% employee, 10% employer contribution), MERS deferred compensation plan at employee's discretion (no employer contribution)
- Health, Vision, Dental Insurance, 100% paid by the employer.
- Paid vacation, sick time, all federal holidays.
- Long term disability

Location: Prefer candidates who reside in Michigan and are available to work onsite at our Sault Ste. Marie headquarters, however, we do accommodate for remote work from home, etc.

The Position

EUPRPDC is seeking an energetic, talented professional to support its economic development and regional planning efforts for the Eastern Upper Peninsula region, including the Regional Housing Partnership, Broadband Planning, regional Childcare Planning efforts and Materials Management Planning. The position reports to the CEO to support the agency's economic development program, as well as supporting rural transportation and land use planning efforts.

The Candidate: The ideal candidate will have the following knowledge and abilities:

- Ability to identify, develop, organize, and implement regional planning strategies.
- Have an understanding of transportation and land use policies in the state and region and a demonstrated ability to coordinate economic development planning with land use, transportation, and environmental planning.
- Knowledge of the regional economy and land use planning, including trends, issues, and stakeholders.
- Experience communicating economic, land use, and transportation policy and data effectively in writing, orally and through formal presentations to a wide variety of audiences.
- Experience producing and coordinating work on projects in cross-functional teams.
- Experience with public policy advocacy in federal, state, regional, and local affairs.
- Experience coordinating and facilitating events, convenings and meetings involving a variety of stakeholders.
- Knowledge of planning and policy issues related to growth management, transportation, economic development, and local and regional governance.
- Experience with operations and support of a governing board and in staffing elected leadership.

Experience and Education:

- Bachelor's degree in related field.
- At least one year's experience at any level of planning (urban, rural, city, township, county) and/or related field.
- Or any combination of lived experience or educational experience in a related field that would provide the applicant with the desired skills, knowledge, and ability required to perform the job. Experience refers to paid and unpaid experience, including volunteer work done through National Service programs (e.g., Peace Corps, AmeriCorps) and other organizations (e.g., professional, philanthropic, religious, spiritual, community, student, social). Volunteer work helps build critical competencies, knowledge, and skills and can provide valuable training and experience that translates directly to paid employment. You will receive credit for all qualifying experiences, including volunteer experience.