



City Planner I \$58,344-\$93,534



The Baltimore City Department of Planning is seeking to fill a vacancy in its Office of Sustainability. The essential duties and responsibilities and strongly desired knowledge, skills, and abilities of this vacancy are described below. However, **those who have experience in other Planning specialties (e.g. environmental, land use, community, historic preservation, etc) are encouraged to apply.** **Additional vacancies requiring other Planning specialties may arise throughout the year and only those who apply and are certified (placed on the eligible list) by the Baltimore City Department of Human Resources can be considered.** To see the minimum qualifications, visit Baltimore City's website (<http://agency.governmentjobs.com/baltimorecity/default.cfm>) and apply by the closing date of December 6, 2016.

ESSENTIAL DUTIES AND RESPONSIBILITIES

- Administer Floodplain Management Program within riverine floodplain areas by enforcing ordinance, reviewing/approving permits, educating stakeholders, collaborating with FEMA and MEMA, and maintaining accurate records for Community Rating System
- Update/revise local ordinance and map as applicable through gathering public input and obtaining approvals by Planning Commission, City Council, and FEMA
- Attend/Manage floodplain review meetings; variances/violations; flood deployment plans; floodplain site visits; FEMA LOMAs, LOMCs, CLOMRs, and LOMRs; floodplain code and map update; HAZUS-MH
- Manage/Update the City's Community Rating System (CRS) program. Proactively develop a plan to improve the City's rating. Maintain records and documents that keep the community eligible to participate in the FEMA's NFIP and CRS program. Assist in developing and implementing the Program for Public Information (PPI) meetings and materials. Work with FEMA and State Floodplain Manager representatives during Community Assistance Visits (CAV), Community Rating System (CRS) Program reviews, and other floodplain management program activities.
- Attend periodic training to maintain professional certification.

STRONGLY DESIRED KNOWLEDGE, SKILLS AND ABILITIES

- Ability to obtain within the first year and maintain Association of State Floodplain Managers Certified Floodplain Manager (CFM) Certification
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- Ability to communicate effectively with others, both orally and in writing, using both technical and non-technical language.
- Ability to work independently and be proactive in identifying opportunities and issues, as well as take direction and work collaboratively with others.
- Ability to work with a diversity of people, including personnel from other City as well as state and federal agencies, developers and the general public.
- Ability to multi-task and prioritize work activities.
- Ability to demonstrate a combination of experience and training in reviewing development plans and permit applications for compliance with the flood resistant design and construction standards.
- Strong organizational and detail-oriented skills;
- Skill in facilitating meetings, workshops, and public presentations.