

**Department of Human Resources**  
Carroll County Government  
225 North Center Street, Room 100  
Westminster, Maryland 21157  
410-386-2129



Currently accepting applications for:  
**Comprehensive Planner I**  
**Department of Comprehensive Planning**

An Equal Opportunity Employer

### **Comprehensive Planner I – Department of Comprehensive Planning**

\$21.86 hourly (Grade 11), 40 hours per week

May be filled as a Comprehensive Planning Technician \$20.04 (Grade C10)

Hours are typically Monday through Friday from 8:00 am – 5:00 pm

**This posting will remain Open until filled.**

The Department of Comprehensive Planning is seeking a qualified professional to provide information, analysis and guidance for comprehensive planning processes, activities, and studies consistent with acceptable planning concepts and practices in accordance with Federal, State and local laws.

The Comprehensive Planner will compile data and prepare reports for rezonings, annexations, and other planning activities; conduct surveys and field studies; help develop and maintain demographic information; assist in the development of and updates to comprehensive plans, zoning ordinances and other planning documents; review proposed development plans for consistency with the Comprehensive Plan; conduct mapping and GIS analysis to support planning efforts; and engage the community using the latest methods such as social media, online surveys and virtual meeting software as well as provide service to customers by answering questions, providing information, making referrals, and assuring appropriate follow-through.

The ideal candidate for this opportunity will be detail-oriented, knowledgeable of planning principles and research methods, demonstrate initiative, and work well with the community, work groups and municipalities.

Click [here](#) for the full job description

#### **Qualifications:**

1. Bachelor's degree in urban, regional or community planning or related field\*
2. Two years professional land use experience\*
- OR
3. Master's degree in urban, regional, or community planning or related field\*
4. One year professional land use experience\*

\*A comparable amount of training and experience may be substituted for the minimum qualifications

#### **Benefits of working for Carroll County Government:**

- ✓ Low-cost, no deductible healthcare plans (including prescription and vision)
- ✓ Low-cost dental insurance
- ✓ Up to \$9,000 in Tuition Assistance per fiscal year
- ✓ 12 paid holidays
- ✓ Receive 1 times your annual salary of Basic Life Insurance at no cost

Click [here](#) for more benefit details

#### **How to apply:**

- Apply online: <https://careers.carrollcountymd.gov/openings/>
- Call the Carroll County Job Hotline to request an application: 410-386-2020
- Applications must be submitted by 5:00 pm on the date the job closes
- Applications are **not** accepted by fax or email

Posted 4/9/2021  
(21-83)

The County Commissioners of Carroll County recognize the rights of all people, including County employees, to equal opportunity. Discrimination against County employees on the basis of age, religion, gender, race, color, national origin, sexual orientation, marital status, physical or mental disability is strictly prohibited. The Americans with Disabilities Act, Titles I and II, applies to County government employment. If you have questions, suggestions, or complaints, please contact Kimberly L. Frock, Director and Carroll County Government Americans with Disabilities Coordinator for employment, at the Department of Human Resources (410-386-2129) or Md. Relay 711/800-735-2258. The mailing address is 225 North Center Street, Westminster, MD 21157.