

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



Currently accepting applications for:  
**Deputy Director**  
**Department of Planning & Land Management**  
  
An Equal Opportunity Employer

**Deputy Director– Department of Planning & Land Management**

Please submit ideal salary  
40 hours per week, exempt position (Grade M02)  
Hours are typically Monday through Friday from 8:00 am – 5:00 pm  
**Apply by 5:00 pm on Wednesday, October 11, 2023.**

The Department of Planning & Land Management is currently seeking a Deputy Director to assist the Director in managing the Department and providing direct oversight of the Bureau of Comprehensive Planning and Zoning Administration.

The Deputy Director will act as lead planner for the County who is responsible for the strategic direction, development, and processing of Carroll County Master Plan documents, including management of staff and consultant resources, facilitating stakeholder involvement, and championing work products.

The ideal candidate for this opportunity will have knowledge of Carroll County Government, possess professional oral and written communication skills, and be able to effectively respond to inquiries or complaints from employees, citizens, members of the business community, or regulatory agencies.

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

**Qualifications:**

1. Master's degree in Planning, Business, Public Administration, or related fields
2. Four years' experience in comprehensive planning and development of Master Plans; including three years supervisory 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
- ✓ 13 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/>
- Pick up an application in our office: 225 N. Center Street, Room 100, Westminster, MD 21157
- Request an application by calling our office or sending an email to: [careers@carrollcountymd.gov](mailto:careers@carrollcountymd.gov)
- Applications must be submitted by 5:00 pm on the date the job closes
- Applications are **not** accepted by fax or email

Posted 9/20/2023  
(24-032)



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 Kristy L. Bixler, 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.