Director of Planning and Development Services
Goodlettsville, TN

The City of Goodlettsville, Tennessee is currently seeking a progressive, experienced and customer-driven professional to fill the position of Director of Planning and Development Services.

The City is a full service community located only 12 miles from downtown Nashville. The position will supervise and manage the department including major functions of Planning, Zoning, Building Safety, Permit Administration, Plan Review, Code Compliance, Property Maintenance Compliance and Transportation Planning.

The position will be responsible to serve as a professional adviser to the Regional Planning Commission and Board of Zoning Appeals; administer the implementation of zoning and subdivision regulations within the City; exhibit a service orientation toward customers and maintain effective and productive working relationships; resolve difficult and sensitive inquiries, complaints and requests for services from the development community and the public; direct the development and administration of the department budget; ensuring compliance with the provisions of the approved budget; research and compile statistical, demographic, or administrative data pertaining to department projects: analyze data and identify trends; develop and explain revisions to regulatory ordinances; ensure departmental compliance with all applicable codes, laws, rules, regulations, standards, policies and procedures: ensures adherence to established safety procedures.

Minimum qualifications are eight (8) to ten (10) years of experience in management of a multi-functional regulatory agency servicing the development and construction community, including five (5) to seven (7) years at a supervisory level, and a Bachelor's degree in urban planning or closely related field required. Preferred Qualification would be: American Institute of Certified Planners certification (A.I.C.P.), in combination with registration with appropriate professional organizations and Residential & Commercial Building Inspector certification. Any equivalent combination of education, training, and experience that provides the requisite knowledge, skills, and abilities for this job, may be substituted for Preferred Qualifications at the discretion of the hiring authority.

The city offers group medical, dental, life and long-term disability insurances; paid holidays, vacation and sick leave; Tennessee Consolidated Retirement System (TCRS) and voluntary deferred compensation plan. The starting salary is expected to be market competitive in a range of $62,103 to $75,275, depending on the experience and qualifications with the pay grade maximum being $95,506. A full job description may be viewed at www.cityofgoodlettsville.org. All interested applicants should submit a resume and cover letter along with five personal and five professional references to: Human Resources Department, 105 South Main Street, Goodlettsville, TN 37072, no later than 4:30 p.m. on June 5, 2015. Email: humanresources@cityofgoodlettsville.org