



DIRECTOR OF PLANNING & DEVELOPMENT SERVICES

Application Process

Submit cover letter, resume and completed [Whatcom County application](#) online by **February 9, 2018**

Whatcom County
Human Resources
311 Grand Ave. Ste 107
Bellingham, WA 98225

HR@co.whatcom.wa.us
ph: (360) 778-5300

Save-the-Date

- Skype Interviews: 2/28/18
- Executive Interview and Stakeholder Reception: 3/14/18 & 3/15/18

Salary & Benefits

\$9,086 - \$12,290 monthly
Negotiable depending on experience

Whatcom County offers a comprehensive benefits package with medical, dental and vision coverage for employees, spouses and eligible dependents. Our benefits package also includes attractive paid leave provisions, including a Paid Time Off program, an average of 11 paid holidays per year, and short- and long-term disability coverage and life insurance for employees. Employees participate in the Washington State Retirement System and may select from two deferred compensation programs. The County provides a match of up to 2% of salary for deferred compensation plan contributions.



Whatcom County seeks an experienced, proven leader to serve as the Director for the Planning and Development Services department and direct the administration of the Department through accountable, efficient and effective leadership. This important and highly visible position is responsible for planning and directing the efforts of staff and developing strong working relationships both inside and outside the County.

ESSENTIAL JOB DUTIES

- Managing effective administration of the Planning department including financial management, human resource management, planning, policy and program development and oversight, efficient use of resources, legal compliance, and timely execution of duties and roles performed by the Department.
- Advising the County Executive and County Council on planning-related matters, programs and services.
- Development and management of the department's budget, including strategic recommendations and allocations of budget resources.
- Working collaboratively with the Health Department and Public Works Department to implement permit processing efficiencies.
- Encouraging "Lean" improvement programs and fostering positive customer service within the department.

QUALIFICATIONS

- Bachelor's Degree in Business or Public Administration, Planning, or a related field. Masters Degree preferred;
- 6 years progressively responsible related experience;
- 3 years of management or supervisory experience;
- Prior experience in construction management or private business involving interaction with government entities on matters related to land use and life-safety codes is desired.

THE IDEAL CANDIDATE

The ideal candidate will demonstrate solid interpersonal and public relations skills. In addition they will possess advanced experience managing budgets and personnel. This position will work pro-actively to achieve the goals of Whatcom County and the Planning Department and must have the ability to foster collaboration and work effectively with both public and political stakeholders.

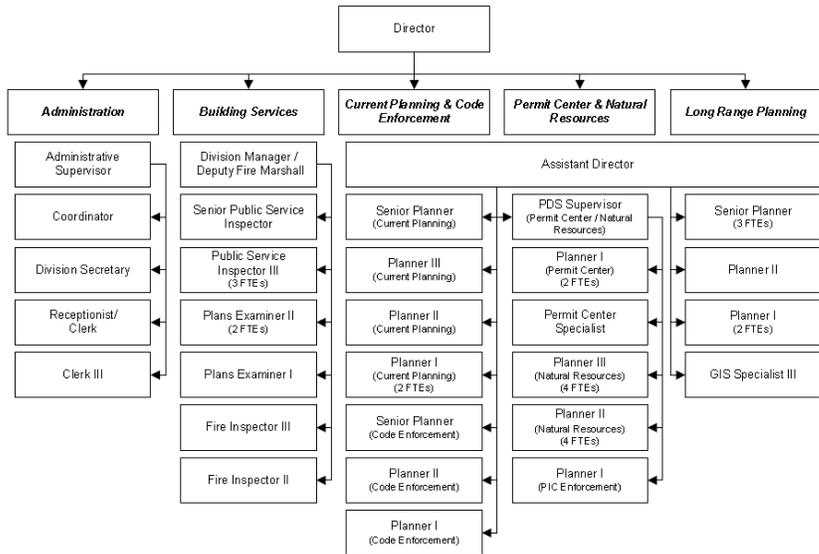
*An Opportunity to Distinguish Yourself in Public Service and Make a
Commitment to Whatcom County's Future*

See full [job description](#) for more information or visit www.whatcomcounty.us/jobs



DIRECTOR OF PLANNING & DEVELOPMENT SERVICES

DEPARTMENT OVERVIEW



The mission of the Planning and Development Services department is to ensure growth and development occurs in a manner that protects public health, safety and welfare, and ensures the quality of life enjoyed by citizens and visitors in Whatcom County is preserved and enhanced. Whatcom County Planning and Development Services currently has 45 FTE's and is divided into three major divisions including Building Services, Natural Resources and Planning. The Planning and Development Services Department has been actively involved in adopting Kaizen "Lean" processes to streamline workflows and increase department efficiency, which continues to be a priority and focus for the department.

The Planning & Development Services Director will guide highly talented and dedicated management team providing leadership and guidance on a wide variety of land use, long range planning, natural resource management, building and code related issues for Whatcom County.

For more information about the Planning and Development Services Department, visit: www.whatcomcounty.us/pds. Also view the Planning and Development Services Department [2017-2018 Mission and Objectives](#) online.

BE PART OF OUR COMMUNITY

Whatcom County, Washington, is truly "Someplace Special." Nestled along the Canadian border, beautifully positioned between the San Juan Islands and the Cascade mountain range, our scenic community is made up of approximately 212,000 people. Seattle is 90 miles to the south and Vancouver, British Columbia, is 50 miles to the north. According to Money Magazine, "Bellingham is the 5th best place to live in the West and the 24th best place in the nation to live." Citizens of Whatcom County enjoy the breathtaking scenic beauty of coastlines, Bellingham Bay, Mount Baker and many spectacular parks and lakes. National Geographic Adventurer magazine named Bellingham among the "Top 10 Adventure Towns in America".

For more details about our wonderful community, visit Bellingham's Chamber of Commerce website at www.bellingham.com

