

Chief Planning And Development Officer

Recruitment #23-005241-0002

DEPARTMENT West North Avenue Development Authority

DATE OPENED 5/18/2023 11:59:00 PM

FILING DEADLINE Open Until Filled

SALARY \$87,967.00 - \$136,233.00/year

EMPLOYMENT
TYPE Full-Time

HR ANALYST Loni Young

WORK LOCATION Baltimore City

Introduction

The Chief Planning and Development Officer for the West North Avenue Development Authority is the top position, under the direct supervision of the Executive Director, for leading urban planning, land use, and zoning activities, and coordinating economic, housing, transportation, and neighborhood development projects that meet the goals of the comprehensive revitalization plan for W North Ave. The position will also monitor State and City planning and development activities for alignment to the comprehensive plan, advising State and City agencies on the planning processes, and ensuring grants and financing awards of the Authority meet the approach of the comprehensive plan. The position will also participate with the Executive Director and Chief Budget and Finance Officer in making recommendations to the Membership for awarding grant funds.

This position will work in partnership with the Executive Director ensuring the mission, vision, goals, and objectives of the Authority meet performance measurements established by the Office of the Governor, Maryland General Assembly, Membership (i.e. Board of Directors), and Neighborhood Associations.

This is a highly-visible, hands-on professional role, responsible for managing impactful political, business, and community relationships and promoting effective and efficient urban planning and land use initiatives to enhance economic, housing, transportation, and neighborhood planning and development efforts in West Baltimore.

- Monitor performance implementation of State and City planning activities to ensure alignment with the comprehensive economic of the Authority.

- Determine if State, City, and Authority grant funds and financing are efficient and effective in meeting the goals of the comprehensive plan.
- Recommend repurposing of current zoning and land uses to accelerate economic development growth without displacement.
- Develop alliances with key business sectors to support repurposing of current zoning and land uses to attract business to W North Avenue.
- Participate in the review and recommendation of grants and financing awards to ensure coordinated alignment with the comprehensive plan.
- Lead neighborhood association engagements on State and City planning activities for W North Avenue.
- Provide effective supervision and professional development of the Economic Development Officer, Housing and Neighborhood Development Officer, and Transportation and Green Space Development Officer.

GRADE

23

LOCATION OF POSITION

2500 West North Avenue
Baltimore, MD 21216

The position will work out of offices located on the campus of Coppin State University.

POSITION DUTIES

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MINIMUM QUALIFICATIONS

Education: A Bachelor's degree from an accredited college or university in Political Science, Social Science, Public Administration, Public Policy, Community Planning, Economics or other relevant study. OR a Master's degree in Business Administration with a focus on Economics, Finance or Real Estate, or Master's degree in Public Administration or Urban Planning.

Experience: 7 years of professional experience in urban policy, planning, land use, and zoning with an understanding of general methods, approaches, strategies, and processes for developing mixed-use housing, commercial, and retail development sites.

Notes: 1. Candidates may substitute additional professional experience as defined above on a year-for-year basis for the required education.

2. Candidates may substitute additional job-related education at a rate of thirty credit hours for each year of experience for up to two years of the required experience.

3. Candidates may substitute U.S. Armed Forces military service experience as a commissioned officer in business and industry classification or business and industry specialty codes in the related field of work on a year-for-year basis for the required experience and education.

DESIRED OR PREFERRED QUALIFICATIONS

Preference will be given to applicants who possess the following preferred qualification(s). Include clear and specific information on your application regarding your qualifications.

1. Experience developing and implementing a forward-thinking urban planning strategy anticipating potential future neighborhood revitalization development growth.
2. Experience in leading and overseeing a multi-year urban, land use, and zone planning strategy.

SELECTION PROCESS

Please make sure that you provide sufficient information on your application to show that you meet the qualifications for this recruitment. All information concerning your qualifications must be submitted by the closing date. We will not consider information submitted after this date. Successful candidates will be ranked as Best Qualified, Better Qualified, or Qualified and placed on the eligible (employment) list for at least one year.

EXAMINATION PROCESS

The assessment may consist of a rating of your education, training, and experience related to the requirements of the position. It is important that you provide complete and accurate information on your application. Please report all experience and education that is related to this position.

BENEFITS

[STATE OF MARYLAND BENEFITS](#)

FURTHER INSTRUCTIONS

For education obtained outside the U.S., a copy of the equivalent American education as determined by a foreign credential evaluation service must be provided prior to hire.

Online applications are highly recommended. However, if you are unable to apply online, the paper application and supplemental questionnaire may be submitted to: Department of Budget and Management, Recruitment and Examination Division, 301 W. Preston St., Baltimore, MD 21201. Paper application materials must be received in our office by the closing date for the recruitment. No postmarks will be accepted.

For questions regarding this recruitment, please contact the DBM Recruitment and Examination Division at Application.Help@maryland.gov or 410-767-4850, MD TTY Relay Service 1-800-735-2258.

We thank our Veterans for their service to our country.

People with disabilities and bilingual candidates are encouraged to apply.

As an equal opportunity employer, Maryland is committed to recruitment, retaining and promoting employees who are reflective of the State's diversity.

[**APPLY**](#)