



DIRECTOR OF PLANNING AND COMMUNITY DEVELOPMENT

Town of Ware

Wanted: Director of Planning and Community Development. This is a full-time, benefitted position. **Duties and responsibilities include but not limited to:** professional, technical, and administrative support to the Planning Board, Zoning Board, Community Development Authority and oversees the Department of Planning and Community Development, which includes planning, land use, zoning, and conservation. The position oversees the administration of the town's zoning bylaws, subdivision rules and regulations, evaluation of subdivision plans, the preparation of proposed amendments to the zoning bylaw, master plan, and specific plans, grants, and projects. Night meetings required. **Minimum Qualifications:** Bachelor's degree and three years' experience in municipal planning employing planning and land use law and regulations or an equivalent combination of education and experience is required. **Preferred Qualifications** Master's degree in planning or related discipline. Must be proficient with Microsoft Office and GIS. Must possess great attention to detail and be able to multi-task and work accurately. All applicants must be able to pass a criminal background/CORI check and a pre-employment physical including drug testing. **Starting Salary:** DOQ. Interested applicants please send cover letter and resume with three professional references to: Human Resources Department, Town of Ware, 126 Main Street, Ware, Massachusetts 01082 or e-mail resumes@townofware.com. AA/EOE