Planner

LaBella Associates was established in 1978 and is a certified Great Place To Work. We are headquartered in Rochester, NY with offices across New York, Ohio, Pennsylvania, Connecticut, Maine, Maryland, Virginia, Tennessee, North and South Carolina, Alabama, and Madrid, Spain. LaBella is a multi-disciplined architectural and engineering firm dedicated to client satisfaction through teamwork, respect, and trust. We provide services that take a project from start to finish—from an initial study to determine a project’s feasibility to construction administration and start up, and everything in between.

**Job Overview**
LaBella Associates’ Planning Group seeks a Planner to join our Capital District (Latham) or Glens Falls office. The Planning Group at LaBella Associates provides our client partners with expertise in community & neighborhood planning, downtown development strategies, zoning regulations, active transportation planning, resiliency planning, public/private development services, and grant services. Our clients include public and private clients, in addition to serving internal LaBella divisions.

Planners are passionate about place making, problem solving, and affecting change to address local and regional issues, including housing, re-purposing underutilized sites, and protecting natural resources. LaBella Associates is actively involved in diverse projects including developing form based/graphic zoning codes, pedestrian and bicycle plans, watershed and farmland protection plans, alternative energy siting, and brownfield planning.

**Responsibilities**
The ideal candidate will be self-motivated with an eagerness to learn any of these duties. Some of the duties the candidate may be involved in include:

* Conducting research, technical analysis on a wide variety of topics and reporting on this work to a broad audience
* Collaborating with team members in planning and conducting public meetings and community engagement efforts
* Developing meeting summaries, drafting zoning, subdivision, and land use regulations.
* Preparing maps and/or graphics for reports and planning documents.

**Desired Skills**

* Understanding of the principles and practices of planning and economic development.
* GIS Mapping
* Experience with grants and funding
* Excellent verbal, written, and interpersonal communication skills
* Presentation/Speaking skills
* Graphic skills
* Self-motivated with an eagerness to learn
* Outgoing personality

**Qualifications**

* Master’s Degree in urban planning, public administration, or a related field. Candidates with a bachelor’s degree will also be considered.
* This is an entry level position, so experience is not necessary
* AICP preferred or on track to achieve certification.
* Proficiency with a variety of computer software including Microsoft Office, Adobe Suite, ArcGIS, online applications, and mobile applications; and
* Understanding and ability to utilize social media applications is a plus.

**Company Perks**

* Health/Dental Insurance
* 401k Plan
* Short & Long Term Disability
* Profit Sharing
* Paid Time Off
* Verizon Wireless Discount
* Gym Reimbursement
* Tuition Reimbursement
* Referral Bonus Program
* Wellness Program
* Team Building Events
* Community Service Events

LaBella Associates does not accept unsolicited resumes from recruiting professionals or agencies, nor do we accept resumes from any source that does not reference a specific, open position. LaBella Associates will not be responsible for any fees arising from the use of resume submitted by recruiting professionals or agencies that do not have a current placement fee agreement with LaBella Associates. All initial communication with recruiting professionals or agencies must go through human resources.