



**CITY OF LA PINE – JOB ANNOUNCEMENT
ASSOCIATE PLANNER**

Title: Associate Planner

Pay: \$73,765.12 - \$85,532.93 annually (DOQ&E), plus benefits

Status: Full-time; 40 hours per weeks

Opens: January 7, 2025

Closes: January 30, 2025, first review – position open until filled

Background

The City of La Pine is Oregon’s newest city, incorporated in late-2006. The City is located in Deschutes County, Oregon, south of Bend and Sunriver. La Pine is a rural community nestled along the Little Deschutes River, surrounded by the Deschutes National Forest, Newberry National Volcanic Monument, and countless cascade lakes. The La Pine area abounds with recreational opportunities including world class hunting and fishing, in addition to nearby camping, golf, hiking, and mountaineering in the shadow of the Cascades. The community has been named one of “14 Great Ski Towns You’ve Never Heard Of” by realtor.com, with close access to both Mt. Bachelor and Willamette Pass ski resorts. With a population of approximately 3,126 inside the City and over 20,000 residents nearby, La Pine has significant residential, commercial, and industrial growth activity, and was the second fastest growing Oregon city (8.2% population increase) in 2022. The City provides sewer, water, public works, finance, planning, economic development, code enforcement, and urban renewal services.

Position Description and Qualifications (general)

The City is accepting applications for a full-time Associate Planner. This position performs professional-level work requiring comprehensive knowledge of urban planning principles, land use regulations, and community development practices. Responsibilities include administering and enforcing city plans, ordinances, and codes related to planning, zoning, land development, design review, and community development. The role involves coordinating land use application processes, evaluating proposals for compliance with city regulations, preparing reports, and presenting recommendations to the La Pine City Council, Planning Commission, and other stakeholders. This position also contributes to policy development, supports long- and short-range planning efforts, and fosters community engagement to ensure alignment with the city's goals and the Oregon land use system.

The position requirements and qualifications include the following:

- Bachelor’s degree in urban planning, geography, public administration, or a closely related field.
- Two years of progressively responsible municipal planning experience or any combination of experience, education, and training that demonstrates the requisite knowledge, skills, and abilities required of the position. Private sector planning experience on behalf of a public-sector client will be considered. American Institute of Certified Planners certification or ability to obtain certification within two years
- Ability to analyze and evaluate departmental operations and develop and implement plans to increase and improve department efficiency. Assist in development of goals and long-range planning for the City’s community development department.

- Ability to simultaneously manage multiple projects, often within short timeframes.

A complete position job description is available online at:

<https://www.lapineoregon.gov/administration/page/associate-or-senior-planner-announcement>

To Apply

To apply, an applicant must complete and submit the City's employment application along with the applicant's resume to the City no later than 4:00 p.m. on January 30, 2025; provided, however, the City may accept applications and resumes after that date if in the City's best interest. This position will remain open until filled. The City's application for employment and veteran's preference form is available online at:

<https://www.lapineoregon.gov/administration/page/associate-or-senior-planner-announcement>

Application and resume must be submitted in any one of the following ways:

E-mail: aivans@lapineoregon.gov
Mail: PO Box 2460, La Pine, Oregon 97739
In Person Delivery: 16345 Sixth Street, La Pine, Oregon 97739

Please contact Principal Planner, Brent Bybee, if you have any questions regarding the position at 541-536-1432 or email at bbybee@lapineoregon.gov. Email is preferred.

Equal Opportunity Employer

The City of La Pine is an Equal Opportunity Employer. The City considers applicants for all positions without regard to race, color, religion, national origin, age, sex, marital or veteran status, disability, sexual orientation, and/or any other legally protected status. The City is a drug-free workplace. Individuals who require accommodation relating to the application process should request the accommodation in advance so that necessary arrangements can be made.