

Eastgate Regional Council of Governments (Eastgate)  
Position Description

Position: Planner

Eastgate, a Regional Council of Governments and Metropolitan Planning Organization, is seeking a full time Planner to assist with area wide recommendations and serve as input to existing state, federal, and local programs. The employee will be supervised by the Director of Planning. Expectations of the position include reviewing various Eastgate work programs to include the Transportation Improvement Program (TIP), Congestion and Air Quality Mitigation (CMAQ), Economic Development Administration (EDA), Appalachian Regional Commission (ARC), Ohio Environmental Protection Agency (OEPA), Ohio Public Works Commission (OPWC), Rideshare, Safety, Asset Management, and Transit. Prepare technical reports documenting the results of studies affecting any applicable Agency funded programs, assist in preparation of work programs and the long-range plan, represent the agency at meetings concerning Agency programs, and provide data collected by the agency to interested parties. Other job duties may include the review of various Eastgate work programs.

Tasks associated with this position may include, but not limited to:

- Analyzing alternative plans, projects, and performing technical evaluation of regional projects
- Create and maintain a data base from all departments that can be easily mapped and analyzed
- Assist in research and data gathering for the long-range plan and other documents as needed
- Assist with comprehensive planning

Requirements:

- Bachelor's Degree from an accredited college or university in urban planning or related field, or five years of practical experience in planning, with GIS experience.
- Must be able to work independently or as part of a team, meet deadlines, and possess good communication skills.
- Ability to adapt to changes in project scope, deadlines, and priorities.
- Proficiency in standard office computer applications and software including MS Word, Excel, and PowerPoint are required.

Compensation:           \$40,684.50 - \$51,500/year depending on experience  
Paid vacation leave, sick leave and holidays

Interested candidates should send resume and cover letter to:

James G. Kinnick, P.E.  
Executive Director  
Eastgate Regional Council of Governments  
City Centre One, 100 E. Federal Street, Suite 1000  
Youngstown, Ohio 44503

ATTN: Joann Esenwein – Director of Planning

Position open until Monday, September 18, 2017

***The Eastgate Regional Council of Governments is an Equal Opportunity Employer***