

Town of Stallings, NC
How Home Should Feel

Planning Director

The Town of Stallings, NC, seeks a collaborative leader who is highly motivated, skilled, and experienced with growth and development to serve as their next **Planning Director**. The department will play a major role in working collaboratively to meet the community's goals including downtown creation and development of a transit-overlay district for a proposed light rail corridor near a new regional hospital opening soon. The new Director will be highly visible in the community and perform difficult and complex professional and administrative work in planning, organizing, and coordinating the Town's overall planning programs including current and long-range planning, zoning and code enforcement, development review, and supervision of staff.

The Community: Stallings residents have a sense of pride in the community. Throughout its history and continuing today, Stallings has retained its small-town friendliness. Community culture is supportive and demonstrated through community events and citizen participation, volunteering, and cooperation for the greater good of the community.

Stallings is located just outside of Charlotte in both Union and Mecklenburg counties with easy access to regional amenities. It's within a few hours of the Blue Ridge Mountains and the Carolina coast while providing close access to transportation networks (I-485, U.S. 74), Amtrak service, and both regional and international airports. With a population of over 16,685 people, Stallings is a thriving Charlotte suburb that has all the conveniences of the larger surrounding cities while still maintaining the small-town atmosphere that makes it unique.

Organizational and Position description and responsibilities:

The Town of Stallings operates under a Council/Manager form of government and provides a range of services to its citizens, supported by the Town Manager, an Assistant Town Manager, and seven staff departments: Administration; Engineering, Finance, Human Resources, Parks, Planning and Zoning, Police, and Public Works.

About the Department and Position:

The Planning Department consists of the Planning Director, Planning Technician, and Code Enforcement Officer. The Planning Director will oversee an operating budget of approximately \$400,000. The Planning Director appears before the Town Board, advisory boards, and public groups; serving as lead staff to the Planning Board with the goal of assisting the Town Manager in meeting community goals.

The Planning Department's mission is to foster a dynamic, attractive, and economically healthy town. All new residential, commercial, and industrial development are

reviewed by the department to ensure consistency with Stallings's short-term and long-range growth plans, policies, and ordinances. The next Director will be expected to incorporate creativity and best practices regarding open space, growth management and sustainability, land use planning, zoning, and code enforcement. The ideal candidate must exhibit the initiative to ensure sound growth and development strategies, preserve positive small-town characteristics, and balancing the needs of a diverse citizenry in a changing economic landscape. Effective community education, problem solving, and flexibility are critical to delivering effective customer services to stakeholders. The next Director will be responsible for promoting a strong community, fostering quality environments, and involving stakeholders in planning for the Town's future.

Key Priorities of the next Planning Director will include:

- working collaboratively and engaging with stakeholders to evaluate, develop, execute, and support efforts toward downtown creation;
- developing an earned reputation as a highly competent, ethical, thoughtful, responsive, collaborative, and professional Planning Director amongst the various stakeholders including the Town Council, advisory boards, staff, citizens, etc.;
- ensuring outstanding customer service delivery;
- working collaboratively to evaluate, develop, and support a transit overlay district for a proposed light rail corridor;
- monitoring land use plans and working collaboratively to update those if changes are needed to align with the Town's land use vision;
- initiating an action plan for staff professional development, mentoring and support to enhance professional skills and employee engagement.

Minimum Qualifications: A bachelor's degree in urban planning, architecture, public administration, business administration or related field is required along with a minimum of five to seven years of progressively more responsible planning experience, including considerable supervisory experience. AICP certification is preferred.

The Successful Candidate:

- is an empowering leader dedicated to building a cohesive department as well as the development of individual employees;
- excels at innovative problem solving, seeking win-win solutions while keeping strategic goals in mind;
- is an excellent and effective communicator, engages citizens, community groups, staff, and board and Council members;
- maintains, exhibits, and enhances the Town's core values known as "the Stallings Way";
- successfully builds partnerships with community, regional and inter-governmental stakeholder groups;

- embraces engagement in the community to clearly and proactively communicate Town values and initiatives to stakeholders;
- is extensively knowledgeable about zoning processes, comprehensive planning, transportation planning, land use management, UDO development, sign code, ETJ revisions, zoning codes, permitting, and other critical planning competencies;
- understands state and local government zoning rules and regulations;
- has an extensive track record of fostering a climate of excellent customer service;
- values accountability while holding realistic and fair expectations of self and others;
- effective budget manager who will competently and responsibly manage departmental budget with the constant awareness of fiscal responsibilities;
- has expert skills in navigating the complexities of varying roles (e.g. need for building relationships, seeking consensus, educating elected officials, clear communication, maintaining and establishing trust);
- A working understanding of GIS systems.

Salary range and Application Process: The full salary range is of \$68,183 - \$105,683 (actual beginning salary may vary and will be commensurate with qualifications). The Town offers a highly competitive benefits package. Additional information about the benefits package is available [here](https://www.stallingsnc.org/Portals/0/Stallings/Departments/Human%20Resources/Documents/TOWN%20OF%20STALLINGS%20Employee%20Benefits.pdf?ver=wi61jwokhPDGf6DNmVct1g%3d%3d) (or copy and paste; <https://www.stallingsnc.org/Portals/0/Stallings/Departments/Human%20Resources/Documents/TOWN%20OF%20STALLINGS%20Employee%20Benefits.pdf?ver=wi61jwokhPDGf6DNmVct1g%3d%3d>)

To apply, go to

<https://agency.governmentjobs.com/developmentalassociates/default.cfm> and click on the **Planning Director – Stallings** link. To learn more about the selection process, visit Client Openings (or copy and paste into your browser:

<https://developmentalassociates.com/client-openings/>). All applications must be fully completed and submitted online via the Developmental Associates application portal – NOT the Town portal, nor any other external website; it is not sufficient to send only a resume. Resumes and cover letters can be uploaded with the application. Applicants should apply by August 30, 2021. Application review begins September 2 , 2021.

Finalists will participate in virtual interviews and skill assessments, dates TBD.

Interviews with the Town Manager and leadership team will follow at a subsequent time. All *inquiries* should be emailed to [hiring@developmentalassociates.com](mailto: hiring@developmentalassociates.com). The Town of Stallings is an Equal Opportunity Employer.

The recruitment and selection process is being managed by [Developmental Associates, LLC](#).