**Principal Planner (Director, Neighborhood Nexus)**

**Atlanta Regional Commission | Atlanta GA 30303 USA | Full Time | Posted: 03/04/2016**

[**Description**](javascript:scrollTo('Desc65664')) [**Details**](javascript:scrollTo('Det65664')) [**Job Contact**](javascript:scrollTo('Cnt65664'))

**Job Description**[top](javascript:toTop())

**POSITION SUMMARY:**

The Atlanta Regional Commission (ARC) is the regional planning and intergovernmental coordination agency that focuses on issues critical to the region’s success, including growth and development, transportation, water resources, services for older adults and workforce solutions. ARC is dedicated to unifying the region’s collective resources to prepare the metropolitan area for a prosperous future. This is done through professional planning initiatives, the provision of objective information and the involvement of the community in collaborative partnerships.

The Principal Planner manages the Neighborhood Nexus program, a regional information system, providing data, tools and expertise as a catalyst to create opportunity for all of the region’s citizens. The goal is to support a regional network of information-led leaders and residents, government and businesses, advocates and service providers with information, tools and expertise that meet challenges, leverage assets and create opportunity. The mission of Neighborhood Nexus is to provide data, tools and expertise as a catalyst to promote healthy communities and create opportunity for all citizens of the 20-county greater Atlanta area.

**ESSENTIAL DUTIES AND RESPONSIBILITIES:**

* Manages existing contracts with external clients, including ongoing maintenance contracts;
* Seeks entrepreneurial opportunities and partnerships with local, state, and regional stakeholders to promote the dissemination and use of research and analytics data and information, including development of fee-for-service projects and general operating support;
* Manages the Neighborhood Nexus Advisory Board and all subcommittees;
* Works with other Research & Analytics staff and external partners to regularly update the data holdings in the Neighborhood Nexus system;
* Updates, maintains and improves the Neighborhood Nexus website, [www.neighborhoodnexus.org](http://www.neighborhoodnexus.org/);
* Collaborates with internal and external staff to develop and maintain Neighborhood Nexus’ current suite of visualization tools, including the Weave interactive mapping platform, ArcGIC desktop, server and online applications, Tableau dashboards, and other visualization tools as needed;
* Makes presentations to the leadership of community organizations to “sell” Neighborhood Nexus, both from a business development perspective as well as selling the data-driven process to encourage better informed decisions;
* Helps support ARC as the subject matter expert on census and other demographic and housing data, forecast data, economic data including detailed employment data, housing and real estate;
* Performs other related duties as assigned.

**REQUIRED KNOWLEDGE, SKILLS, ABILITIES AND COMPETENCIES:**

* Knowledge of planning terminology, methods, materials, practices and techniques;
* Knowledge of tools and equipment used in planning;
* Knowledge of data analysis and modeling methods;
* Skill in manipulating and analyzing data (Weave interactive mapping platform, ArcGIS desktop, server) and online applications;
* Skill in oral and written communications;
* Skill in analyzing, interpreting, and understanding technical and statistical information;
* Proficient in standard office equipment, Microsoft Office, and related software applications.

**MINIMUM QUALIFICATIONS**(*equivalent combination acceptable*)**:**

* Bachelor’s degree
* Three (3) years experience in planning

**PREFERRED QUALIFICATIONS:**

* Master’s degree in the field of mathematics, economics, city or regional planning, urban studies or social science
* Experience in quantitative and spatial analysis using Geographic Information Systems (GIS) or other spatial analyses tools

**SPECIAL REQUIREMENTS:**

In addition to the detailed examples of responsibilities and abilities contained herein, all employees of the Atlanta Regional Commission are expected to model behavior consistent with the guiding principles outlined in our **Evolution Strategy**. Specifically, incumbents are responsible for demonstrating work habits that are:

1. Interdisciplinary by promoting professional and interpersonal connections and integration across functional disciplines;
2. Holistic by seeking expertise within the team, Division, or Agency to produce his/her work output, and demonstrating a strong understanding of and support for interrelationships between their work and the work of others in the team, Division, or Agency;
3. Actionable by continuously striving to improve his/her capabilities to produce sustainable outcomes, and displaying a strong need for achievement and a high energy level to attain goals;
4. Outcome Based by taking the initiative to meet goals and expectations, and consistently striving to produce tangible results with significant visible impact, and;
5. Targeted toward Ensuring Colleagues' Success by willingly and deliberately providing his/her expertise to others in an effort to build and sustain effective internal and external working relationships, and by modeling behaviors that consistently demonstrate concern for colleagues' success, needs, respect, trust and integrity.

**ANNUAL SALARY RANGE**: $54,920- $93,034 (no SS deductions except for Medicare portion, approx. 1.45% of salary)