



Town of Sanbornton
Office of the Board of Selectmen
P.O. Box 124
573 Sanborn Road
Sanbornton, New Hampshire 03269
603-286-8303

**TOWN OF SANBORNTON
EMPLOYMENT OPPORTUNITY**

Town Planner

The Town of Sanbornton, NH is seeking interested and qualified candidates for the part-time position of Town Planner. Sanbornton is located in the “Lakes Region” of New Hampshire with a year round population of 3,000 that can swell to 6,000 in the summer months. The Town Planner provides professional assistance to the Planning Board, which requires attendance at evening meetings. Duties include, but are not limited to, technical review of subdivision and site plan proposals, facilitating and preparing updates to the Master Plan as needed, providing assistance to the general public, coordinating the town’s economic development program, facilitating and preparing revisions to the town’s site plan review regulations, subdivision regulations and zoning ordinance.

The successful candidate shall be knowledgeable in: the principals of municipal planning, regional planning and economic development and also have sufficient knowledge to apply conservation protection measures and water quality management practices; state and federal laws and programs pertaining to local land use and community planning as well as analyzing and applying municipal land use codes and regulations. The Town Planner shall possess strong communication skills and the ability to establish and maintain effective working relationships, especially with applicants and the general public.

The Town Planner position requires a Bachelor’s degree in planning or related field, with a minimum of five (5) years of experience in community planning preferred and with demonstrated possession of the required knowledge, skills and abilities to perform the essential duties of this position. Certification by American Institute of Certified Planners (AICP) is strongly preferred. Or any other combination of education and experience required to perform essential job functions.

To apply, submit cover letter, application and resume to:
Katie Ambrose, Town Administrator, PO Box 124, Sanbornton, NH 03269

Applications and a detailed job description are available on our website at www.sanborntonnh.org.

Applications will be accepted until July 1, 2017. The Town of Sanbornton is an EOE.