The Opportunity
The Town of Mansfield, CT, is seeking an innovative, dynamic, business-minded, and experienced professional to serve as the Director of the Planning and Development. This position leads policy and program development and implementation for a wide range of planning, zoning, community development and economic development activities. The position is multi-faceted, requiring advanced professional planning experience and extensive knowledge of municipal planning, resource conservation, community development and economic development principles and best practices. This position requires collaboration with a multitude of stakeholders including residents, property owners, businesses and prospective developers; advocacy organizations and partner agencies such as the Mansfield Downtown Partnership; universities and other local institutions; adjoining communities; and various state and regional agencies. The Director of Planning and Development is a member of the senior management team and reports directly to the Town Manager.

The Planning and Development Department directly oversees the full-time staff: Senior Planner/Inland Wetlands Agent, Planner I/Zoning Enforcement Agent, and an Administrative Assistant. The Department routinely works closely with several other municipal departments, including the Human Services, Public Works, and the Building & Housing Inspection Departments on cross-disciplinary projects and activities. The selected candidate will help shape the vision and provide key leadership to ensure that the Town achieves its bold land use and economic development goals. The selected candidate will be expected to maintain our tradition of excellent public service.

About Mansfield
Mansfield is a community of roughly 26,000 located in the northeastern portion of the state; part of The Last Green Valley National Heritage Corridor. Home to the University of Connecticut (UConn), Mansfield offers a blend of rural, suburban, and urban living in a vibrant university setting. Residents and visitors enjoy a variety of cultural offerings within a walkable town center, as well as an abundance of natural resources ideal for activities such as hiking, cycling, and kayaking. Our community’s public schools are recognized for achievement and student-centered learning, and there are a multitude of educational and recreational opportunities to suit the lifestyle of families, young professionals and retirees.

Mansfield is also home to the state’s largest federally designated opportunity zone and is positioned for a wide range of commercial and residential growth opportunities. Mansfield is an ICMA-recognized Council-Manager community, with the Town Manager serving as the Chief Executive Officer responsible for overseeing the day-to-day operations of the Town. For more information regarding Mansfield, please visit the Town’s official website www.mansfieldct.gov

The Total Compensation
The annual salary range is $91,000-$127,000 and the hiring rate of pay will depend upon the selected candidate’s qualifications and experience. The Town of Mansfield provides an extremely competitive benefits package. Mansfield participates in the Connecticut Municipal Retirement System (CMERS), a defined pension plan, a variety of other ancillary benefits such as medical, vision, dental, life insurance, short-term and long-term disability, tuition assistance, paid vacation and holidays. The preferred candidate will be subject to a background and reference check.
What You Bring
Candidates should possess a minimum of a bachelor’s degree from an accredited college or university with major coursework in planning or a related field supplemented by a master’s degree in planning, public administration, or a related field and at least six (6) years of progressively responsible professional experience in land use planning or community development activities. A minimum three (3) years of supervisory and/or leadership experience is required. Consideration may be given to additional relevant professional experience as a substitute for the preferred educational qualifications. Certification as a Planner by the American Institute of Certified Planners (AICP) or the ability to achieve within one year is required. Demonstrated experience overseeing initiatives and activities related to preparing budgets, interpreting plan sets, collecting and analyzing data, stakeholder engagement, comprehensive knowledge of community planning and development activities, and exceptional written and oral communication skills are particularly desirable qualities.

Work Hours and Schedule
The selected candidate is anticipated to begin work in August, 2022. The normal full-time work schedule is 35 hours per week, Monday–Friday. Participation in twice monthly meetings of the Town’s Planning and Zoning Commission is also required. Periodic attendance at Town Council meetings in the evenings, community events, and other gatherings will also be required. This is an exempt position eligible to earn compensatory time for hours worked in excess of 40 per week.

Application Process
Interested applicants must submit an application including a resume and letter of interest online at www.mansfieldct.gov/jobs. Application deadline is Friday, June 19, 2022 at 12:00 pm. Specific questions about the position or recruitment process may be directed to HR@mansfieldct.org.

The Town of Mansfield is proud to be an Equal Opportunity Employer and Provider with a deep commitment to promoting diversity, equity and inclusion in its workforce.