



## VANDEWALLE & ASSOCIATES INC.

### **ASSISTANT GROWTH MANAGEMENT PLANNER – MADISON, WISCONSIN**

Located near downtown Madison, our fast-paced planning, design, and economic development firm is seeking a mid-level Assistant Planner to support growth management projects. Over the past 40 years, Vandewalle & Associates has assembled a team of experts in the art of shaping Midwestern communities and landscapes to meet the challenges of our future. We are the largest independent planning firm in the Midwest with offices in Madison and Milwaukee focused primarily on clients throughout the Great Lakes and Upper Midwest.

This position supports growth management projects in comprehensive planning and in planning for park and trail systems, school districts, and zoning ordinance development and provides on-call planning services for nearby communities.

This position includes opportunities for cross-training to support a wider array of planning projects throughout the firm.

The nature of the position requires a highly-organized, yet flexible individual who can think on one's feet, takes direction from several project managers, and works independently in a fast-paced environment. Excellent time management and interpersonal skills are essential in addition to:

- Excellent research and organizational skills
- Excellent written and oral communication skills, including ability to adapt communication/writing styles to different audiences
- Interest in project implementation, including supporting and maintaining project task lists and timelines
- Experience with quantitative-oriented tasks using spreadsheets and census data
- Ability to learn quickly with flexibility to adapt to new projects and opportunities
- Outgoing, client-focused, and creative personality

Candidates should have a master's degree in urban or regional planning or similar field and one-two years of professional experience in land use planning or zoning, or an equivalent combination of education and experience.

This is a full-time position with competitive salary and benefit packages. For strongest consideration, resumes and cover letters should be emailed by March 15, 2018, to Nonna Anderson, Business Manager: [nanderson@vandewalle.com](mailto:nanderson@vandewalle.com). More information on the company can be found here: [www.vandewalle.com](http://www.vandewalle.com).

Vandewalle & Associates is an Equal Opportunity Employer.