



## Job Summary: Urban Planner/Designer (Entry and/or Mid-level)

Agency is actively seeking an urban planner or designer with an interest in urban systems, physical planning and community engagement. We are looking for a team member who can synthesize data into clear ideas; use maps, diagrams, and imagery to tell a beautiful story; and help craft meaningful community engagement strategies. Projects range from regional plans to downtown/neighborhood plans to park and open space planning. Candidates with urban studies, urban design, architecture or landscape architecture backgrounds are welcome!

The urban planner/designer role will rely on skills in visual communication, writing, and speaking, as well as abilities to map, analyze, and represent urban systems (demographics, land use, transportation, urban form, natural systems, etc). The urban planner/designer is expected to participate in client meetings and contribute to the production of a wide variety of materials such as reports, presentations, and creative community engagement activities and outreach materials. Strong skills in ArcGIS, Adobe Creative Suite, graphic communication, research, and writing are necessary. Digital modeling and graphic design skills are desired. We strive for diversity in every aspect of work and we encourage persons from all backgrounds to apply.

### Job Responsibilities include:

- Contribute to planning studies for public clients across the country.
- Prepare graphic material, including drawings/sketches, diagrams, maps, photographs, and 3D visualizations.
- Research, write, lay-out and edit studies, reports and presentations.
- Coordinate and participate in presentations to internal and external groups.
- Develop interactive community engagement methods and synthesize/analyze feedback.
- Travel with teams to project sites across the country.
- Support internal firm operations through participation in an Agency Task Force.

### Basic Qualifications

Candidates should meet the following qualifications:

- Enthusiasm for planning with public sector clients and community engagement, especially with underrepresented communities.
- Clear graphic communication and storytelling (informational graphics production; presentation layout, reports, and engagement materials; mapping and 2D diagrams).
- Strong written and verbal communication.
- Excellent organizational skills, the ability to meet deadlines, and attention to detail.
- Expertise in a range of computer software tools, including MS Office, AutoCAD, ArcGIS, Adobe Creative Suite (Illustrator, InDesign, Acrobat).
- Willingness to take initiative, offer new ideas, and contribute to a team environment.
- Master's degree in planning, urban design, landscape architecture or a related field, OR a Bachelor's degree in planning or related field with a preference for at least one year of relevant experience. Portfolio required.

### Additional Desirable Qualifications:

- Familiarity with 3D model software.
- Experience managing teams or processes within a design or planning context.
- Experience working with underrepresented communities.
- Experience with project pursuits (including proposal writing and research).
- Multilingual written and oral skills.

Please send a letter of interest, current resume, work samples and two references to [hiring@agencylp.com](mailto: hiring@agencylp.com).