



City of Auburn, Maine  
Planning Coordinator

The City of Auburn (pop. 24,000) is experiencing record growth and is seeking a responsive and energetic Planning Coordinator. The position reports directly to the Director of Planning, Permitting and Code.

The successful candidate will be a highly motivated professional who enjoys working with the public, and who has excellent writing, public presentation, and communications skills. Responsibilities include development and implementing various zoning and land use ordinances, policies, and the comprehensive plan. Serves as primary coordinator for Planning Board & Council functions as they pertain to the Planning, Permitting and Code Department. The position requires some attendance to Planning Board meetings as a presenting or support role.

Ideal candidate will have a degree in Urban Planning, Public Management, Environmental Science or related field or 3+ years of professional experience in the planning field and experience interacting with public boards; be knowledgeable of Maine Land Use Laws and be certified or able to obtain certifications in Land Use, Shoreland Zoning, Legal Issues, and 80K. GIS, CAD and Blue Beam experience is a plus.

Salary is dependent upon experience and qualifications and includes a competitive fringe benefit package. Send cover letter, resume and list of references to: Christine Mumau, Human Resources Director, 60 Court Street, Auburn, ME 04210. Tel 207-333-6601 ext. 1416. E-mail address is [cmumau@auburnmaine.gov](mailto:cmumau@auburnmaine.gov)

The City of Auburn provides a competitive benefits package including health, dental and vision insurance for the employee and family, life insurance, disability insurance, retirement, paid vacation, holidays and sick leave and medical and dependent care reimbursement accounts.

Review of resumes will commence immediately and will remain open until the position is filled.

The City of Auburn is an Equal Opportunity Employer.