



**CHRIS DAIGLE**  
**Parish President**

23405 Church Street  
Plaquemine, LA 70764

## Job Summary

<b>Job Title</b> Director of Planning and Development	<b>Department</b> Planning and Development	<b>Reports to</b> Deputy Chief Operating Officer	<b>Pay Grade</b> Grade 23
<b>Starting Pay Rate</b> \$90,441	<b>FLSA Status</b> Non-exempt	<b>Supervisory Duties</b> Yes	<b>Work Environment</b> Office

The Iberville Parish Planning and Development Director is responsible for overseeing the strategic planning, development, and execution of projects and initiatives that promote growth and development within a specific governmental jurisdiction. This position involves working closely with local government leaders, community stakeholders, and other departments to ensure that planning activities align with the needs of the community, regulatory guidelines, and long-term sustainability goals.

## Responsibilities

- **Strategic Planning & Policy Development:**
  - Develop and implement long-term planning strategies to support sustainable urban and rural development.
  - Collaborate with city planners, zoning boards, and other stakeholders to create comprehensive plans for land use, transportation, and infrastructure development.
  - Review and propose updates to development policies and zoning regulations, ensuring alignment with state and federal guidelines.
- **Project Management:**
  - Lead the planning and development of governmental projects, ensuring timely execution, budget adherence, and quality standards.
  - Oversee feasibility studies, environmental impact assessments, and community impact analyses.
  - Coordinate with contractors, consultants, and other governmental agencies to implement development projects.
- **Stakeholder Engagement:**
  - Engage with elected officials, community organizations, developers, and residents to gather input and feedback on planning initiatives.
  - Lead public hearings, town halls, and other forums to educate and inform the public about development proposals.
  - Act as the primary point of contact for community members regarding planning and development concerns.



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- **Data Analysis & Reporting:**
  - Analyze demographic, economic, and land use data to forecast trends and make informed decisions regarding development priorities.
  - Prepare detailed reports, presentations, and recommendations for government leadership and the public.
- **Compliance & Risk Management:**
  - Ensure that all planning and development activities comply with local, state, and federal regulations.
  - Identify potential risks in development projects and propose mitigation strategies.
  - Maintain knowledge of relevant legislative changes affecting planning and development policies.

## Qualifications

- **Education:**
  - Bachelor's degree in Urban Planning, Public Administration, Civil Engineering, or a related field (preferred not required).
  - Master's degree in Urban Planning, Public Policy, or a related field (preferred not required).
- **Experience:**
  - Minimum of 5 years of experience in urban planning, community development, or governmental project management. (preferred not required).
  - Proven experience in managing large-scale development projects and interacting with governmental bodies and the public.
  - Strong background in policy analysis, regulatory compliance, and land use planning.
- **Skills:**
  - Strong leadership and project management skills with the ability to oversee multiple projects simultaneously.
  - Excellent written and verbal communication skills, with the ability to present complex information to diverse audiences.
  - In-depth knowledge of local zoning laws, land use regulations, and environmental guidelines.
  - Proficiency in GIS software, Microsoft Office Suite, and project management tools.
  - Strong analytical and problem-solving skills, with attention to detail.
- **Certifications (preferred):**
  - AICP (American Institute of Certified Planners) certification or equivalent. (preferred not required).



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### About Iberville Parish

Iberville Parish Government is an administrative body responsible for governing Iberville Parish and serving the members of its community. The parish government oversees various aspects of local governance, including public services, safety, infrastructure, community services, and community development within the parish.