



## City of Bloomington, Indiana Long Range Planner

<b>SALARY</b>	\$33.41 - \$38.43 Hourly \$2,673.00 - \$3,074.31 Biweekly \$5,791.50 - \$6,661.00 Monthly \$69,498.00 - \$79,932.00 Annually	<b>LOCATION</b>	City Hall Bloomington, IN
<b>JOB TYPE</b>	Regular Full-Time (40hrs/week; with benefits)	<b>DEPARTMENT</b>	Planning and Transportation
<b>OPENING DATE</b>	08/13/2025	<b>CLOSING DATE</b>	9/10/2025 11:59 PM Eastern
<b>FLSA</b>	Non-Exempt	<b>BARGAINING UNIT</b>	N/A
<b>TYPICAL WORK SCHEDULE:</b>	Monday - Friday 8 am - 5 pm	<b>POSITION REPORTS TO:</b>	Planning Service Manager
<b>SUPERVISES STAFF:</b>	No		

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### Description

The City of Bloomington has an exciting job opportunity as a Long Range Zoning Planner. We invite diverse talent to join our team and help advance our mission focusing on economic vitality, attainable housing, public safety, progress partnerships, inclusion, open government, sustainability, transportation, and quality of place. Come join us and be part of shaping the vibrant future of Bloomington, Indiana.

Incumbent serves as the Long Range Planner for the Planning and Transportation Department, acting as the project lead for the development and implementation of long-range planning programs and studies including the Comprehensive Plan, Transportation Plan, Safe Streets and Roads for All (SS4A) Safety Action Plan, and the Safe Routes to School (SRTS) program.

<https://www.youtube.com/embed/Te42vtESJu8?&wmode=opaque&rel=0>

### Duties

*This job description is illustrative only and is not a comprehensive listing of all job functions performed. The following are essential duties for this position, performed with or without reasonable accommodation:*

#### Primary

Coordinates the planning and development of capital projects that support the City's Vision Zero goal and the SS4A Safety Action Plan to improve safety for all roadway users. Assists in the design and implementation of permanent and "rapid-response" infrastructure improvements.

Manages, develops, and implements the SRTS program, ensuring its goals and policies are effectively achieved. Coordinates program activities with other City departments, local school administrations, and state and federal agencies to foster collaboration and maximize impact.

Supports the implementation of major planning initiatives, including the SS4A Safety Action Plan, ADA Transition Plan, and other plans. Makes recommendations on how to reach the City's Vision Zero goal, how to be more equitable in improvement projects, and promote sustainability.

Leads departmental public education efforts related to the SS4A Safety Action Plan in the promotion and dissemination of critical transportation safety messaging through neighborhood and community partnerships and other means. Responds to public and media inquiries concerning transportation planning in Bloomington.

Identifies long-range planning issues and potential policies, and develops work programs to support the goals of the City's Comprehensive Plan. Monitors, tracks, and reports progress in alignment with the Plan's goals.

Develops, conducts, and leads studies, designs, and work programs for long-range and transportation projects, including but not limited to the Comprehensive Plan, sub-area plans, neighborhood plans, annexation studies, fiscal plans, corridor studies, and traffic safety analyses.

Plans and coordinates programs for the community in the areas of education, encouragement, and evaluation, including organizing the annual International Walk to School Day, and National Bike to School Day.

Reviews legislation and other developments pertaining to assigned programs, researches problematic issues and prepares recommendations; researches and reviews existing laws and regulations relating to air quality, sustainability, land use and transportation issues.

Provides staff support by researching, authoring, and presenting reports and plans to various Boards and Commissions, including the Advisory Transportation Commission, Plan Commission, Common Council, and other public meetings, as assigned. This includes preparing reports and delivering presentations as needed.

Pursues grant funding and external partnership opportunities that generate additional resources to support long-range planning projects. Assists in the preparation of grant applications and management of grant-funded projects.

### **Secondary**

Represents the City on a variety of committees, including the Neighborhood Improvement Grant Council, City's Hearing Officer, Development Review Committee, and the Bloomington Monroe County Metropolitan Planning Organization (BMCMPPO) Technical Advisory Committee.

Coordinates, develops, and supervises intern work programs through the Department's Indiana University School of Public and Environmental Affairs Service Corps Fellows program.

Participates in continued education and stays current with professional standards through attending conferences, and workshops that relate to the City's position and/or policy as appropriate.

Reviews requests for right-of-way and easement vacations and presents requests to the Board of Public Works and Common Council.

Performs related duties as assigned.

## **Job Requirements**

Minimum Bachelor's degree in Planning, Engineering, Public Administration, Geography, Environmental Affairs, or related Knowledge skills and abilities' to perform the duties of the position.

Minimum professional experience equivalent to three years planning, writing, and presenting on long-range planning and transportation operations, programs, or projects, required.

Knowledge of engineering and architectural design principles, practices and procedures, estimating techniques and project accounting, construction methods and the principles, methods and practices of project management.

Knowledge of planning principles and practices, with particular reference to long-range land use planning, transportation planning, public participation, data analysis, and information dissemination.

One year experience using ArcGIS, including ArcGIS Online, and the Adobe suite.

American Institute of Certified Planners (AICP) certification preferred.

Membership with the American Planning Association and other professional associations, preferred.

## **Difficulty of Work and Personal Work Relationship**

### **Difficulty of Work:**

Most work is performed in a modern office environment, though regular site visits expose the incumbent to hazards associated with intersections and traffic. Incumbent attends occasional evening meetings.

Projects frequently require evening and weekend meetings. Incumbent occasionally interacts with persons exhibiting heightened levels of frustration, anger or agitation.

### **Personal Work Relationships:**

Incumbent maintains close relationships with department superiors and co-workers within the Planning and Transportation Department, Engineering Department, Public Works Department, Legal Department, Police Department, Fire Department, Housing and Neighborhood Development, and BMCMPD. Incumbent serves as the primary point of contact, providing explanation, interpretation, and technical assistance for the City on long-range planning and transportation matters for local governmental officials, as well as members of the public.

An Equal Opportunity Employer, La Egualldad De Oportunidades De Empleo Es La Ley. The City of Bloomington does not discriminate on the basis of race, color, religion, age, sex, national origin, disability status, genetics, protected

veteran status, sexual orientation, gender identity or expression, or any other characteristic protected by federal, state or local laws.

The City of Bloomington validates authorization to work using E-Verify, which provides the Social Security Administration and the Department of Homeland Security with information from each new employee's I-9 form to confirm work authorization.

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**Employer**

City of Bloomington, Indiana

**Address**

401 North Morton Street

Bloomington, Indiana, 47404

**Phone**

812-349-3404

**Website**

<https://bloomington.in.gov/>