

**Employment Opportunity  
Merrimack Valley Planning Commission**

We are currently accepting applications for the full-time (35 hours per week) position:

**Environmental Planner**

Starting Salary Range: \$52,000 - \$62,000 commensurate with experience

**Purpose:** The environmental planner will support MVPC's Environmental Program, encompassing clean energy planning, stormwater management, water quality programs, open space planning, and low impact development.

**Supervision:** The environmental planner will work with initiative and independence under the guidance of the Environmental Program Coordinator, fostering collaborative relationships within and beyond the organization, occasionally leading projects or teams when directed.

**Job Environment:** Work will consist of a blend of office time and outdoor environmental assessment and monitoring dependent on project type, weather, and season. Work will involve engagement with diverse stakeholders, including government agencies, environmental organizations, the public, elected officials, and more.

**Essential Duties and Responsibilities**

- Assist in the preparation and implementation of MVPC short and long-range environmental and natural resource protection programs and plans, including written reports, fulfillment of contractual obligations, and coordination with other entities. Project topics may include land and water resource assessments, stormwater assessment and mitigation projects, open space and recreation planning, and low impact development.
- Support the Commission's Regional Energy Planning Assistance and Climate Pollution Reduction Grant focusing on Green Community reporting, grant procurement, regional electric vehicle planning, and climate action planning.
- Participate in Greenscapes North Shore Coalition on behalf of the Commission, involving educational programs for 5<sup>th</sup> graders and developing stormwater outreach deliverables.
- Assist in the coordination of the Merrimack River Collaborative, including the development of a robust water quality monitoring program, facilitation of annual Water Quality Roundtable, creation of webpages and resources related to the group, and continued collaboration with additional entities including state legislators.
- Aid in the maintenance of Municipal Separate Storm Sewer (MS4) compliance on behalf of the region's communities.

**Recommended Minimum Qualifications:**

**Knowledge, Skills, and Abilities**

- Well versed in environmental and land use planning principles.
- Familiarity with Massachusetts General Laws, state agency programs and regulations pertaining to water resources and wetlands protection, stormwater management, wastewater management, renewable energy, smart growth and growth management, and low impact development.
- Proficiency in software applications, including Microsoft Teams and Office 365, knowledge of

environmental field equipment (water quality sampling equipment, stream gaging equipment, GPS, etc.), familiarity with GIS and/or R preferred.

- Ability to create written and graphic materials; to compose clear and concise reports; to prepare and make presentations; and to communicate effectively, orally and in writing, with citizens, professional peers, and elected officials.
- Demonstrated experience associated with environmental research, report preparation and grant writing, permitting, planning, and/or field work.

### **Education and Experience**

- Bachelor's degree in environmental science/engineering/planning or related field; A master's degree in science/engineering field beneficial but not required.
- Minimum 1 year municipal, regional, state, or non-profit environmental planning and research experience; or any equivalent combination of education and experience.
- Experience with Massachusetts projects is preferred, with special attention for individuals with local knowledge and contacts in the lower Merrimack Valley region.
- Cultural fluency and experience working with Environmental Justice communities is beneficial, with a preference for bilingual candidates.

### Licenses, Certifications, and Registrations

- Must possess and maintain a valid Massachusetts Driver's license.

*Regular work hours are Monday through Friday 8:30am to 4:30pm. MVPC prides itself in being a flexible and accommodating place to work and provides employees with the ability to work on a sliding schedule to accommodate an employee's work-life balance. MVPC currently requires two in-office days and allows employees to work remotely up to three days a week. Maintaining a remote work option is a priority for MVPC post-COVID.*

**Please submit a cover letter with your resume by November 27, 2023 to: [enviro@mvpc.org](mailto:enviro@mvpc.org)**

**The Merrimack Valley Planning Commission is an EEO/AA Employer**