



Serving 19 towns in western Connecticut, the Naugatuck Valley Council of Governments (NVCOG) is an innovative regional organization focused on improving the quality of life for our nearly 450,000 residents. In support of this mission, NVCOG planning staff conduct regional studies, work on municipality-specific questions and projects, and assist NVCOG boards and commissions.

ESSENTIAL DUTIES AND RESPONSIBILITIES

The individual selected for this position will support regional planning efforts under the direction of the Director of Planning and the Senior Regional Planner for Housing and Integrated Development on a range of potential assignments related to land use, open space, housing, transportation, community revitalization, and economic development.

Typical assignments will include:

- Analysis of land use, demographic, economic, and housing data.
- Project management and report writing.
- Development of presentations, educational materials, and webinars for a variety of audiences.
- Community outreach related to ongoing projects.



AN IDEAL LAND USE FELLOW HAS....

Working Knowledge of:

- At least one core NVCOG planning focus area (e.g. land use, housing, transportation, environment, or community engagement).
- Federal, state and local governmental processes.
- Microsoft Office suite of applications, including Word, Excel and PowerPoint.
- Hybrid meeting management software (Zoom, Teams etc.).

Desired Knowledge of:

- General principles of regional planning, with a preferred focus in land use and/or housing.
- ArcGIS.

Ability to:

- Comprehend new concepts to assist on specific projects.
- Collect, analyze, and interpret data to reach logical conclusions.
- Prepare clear, concise, and comprehensive materials for dissemination to a variety of audiences.
- Undertake multiple assignments over a defined period.
- Communicate effectively with supervisor, peers, partners and the public.

EDUCATION AND EXPERIENCE REQUIREMENTS

Applicants must be working towards or have earned a bachelor's degree in a related field of study (Planning, Political Science, Geography, Urban Studies, Sociology, Environmental Studies, Public Administration, or related) or have equivalent relevant experience. Current or planned enrollment in a Master's degree program in any of these fields is a significant positive factor but is not required. The Land Use Fellow may be required to attend evening and night meetings.

COMPENSATION AND BENEFITS

This is a part time, up to 17.5-hour per week hybrid (in-person and remote) position. The NVCOG has an authorized hourly rate of \$18 - \$25 for this position, commensurate with experience and qualifications. No benefits are associated with this position.

TO APPLY

Please submit a cover letter and resume to Josh Lecar, Director of Planning, NVCOG at jobs@nvcogct.gov. NVCOG is an equal opportunity employer.

Applications will be considered on a rolling basis and will be kept in confidence until interviews are completed. Reference and additional supporting documents may be requested from the applicant if NVCOG decides to advance the applicant.