

# Job Announcement

## Senior Project Manager/Associate Principal, Planning and Urban Design

### Full-Time

[RAIMI + ASSOCIATES](#), a Berkeley-based planning firm with offices in Los Angeles and Riverside, is seeking a senior and experienced professional to join our team to help expand our planning and urban design practice. The company is growing and we are looking for a dedicated, motivated and experienced manager to expand our capabilities in the areas of comprehensive planning, zoning codes and urban design. The ideal candidate will share our values and vision and will have a vision for how to grow the company over time.

### Responsibilities

The position will be responsible for:

- Managing large planning efforts, such as General Plans, Specific Plans, Master Plans and zoning code projects.
- Business development.
- Helping to oversee all of the firm's planning and urban design projects.
- Strategic input and collaboration with other project managers.
- Assisting with company management and direction.
- Mentoring staff.

### Skills and Experience

The following is a list of the range of skills and experiences that we are looking for, understanding that every candidate will not have all of the following skills and experience.

- 15+ years of experience in the planning field
- Experience as a planning or urban design consultant.
- Experience working in local government managing planning and urban design projects.
- Experience preparing and managing innovative General Plans, Specific Plans, Precise Plans, Master Plans, comprehensive zoning code updates, Form Based Codes, ordinances, and other planning documents.
- Knowledge of the nuts-and-bolts of planning, urban design and zoning.
- Experience leading successful public outreach and participation programs in diverse communities.
- Proven ability to manage a team of staff members, including serving as a director of a department or a multidisciplinary team of professionals.
- Business development experience including writing proposals and advanced marketing for new projects.
- Ability to thrive in a fast-paced and flexible environment.
- Desire to both manage and work on projects.
- Proven commitment to incorporating sustainability, health, and equity into planning and design.

Ideally, the position will be located in our Berkeley office. However, we will consider candidates that wish to locate in other locations in California, especially Los Angeles or Riverside. Willingness to travel a must.

## **Salary and Benefits**

DOE, to be negotiated. Raimi + Associates offers competitive benefits including fully paid health insurance, vacation days, and sick time.

*The ideal candidate may be considered for ownership in the near future.*

## **Application Process**

This position will remain open until filled. Please send an email to Matt Raimi ([matt@raimiassociates.com](mailto:matt@raimiassociates.com)) with your resume and why you believe your skills, experience and interests align with the responsibilities of this position and the mission of the firm. Interviews will occur on a rolling basis and the position will remain open until filled. ***Questions may be asked via email in advance of submitting your resume.***

***Raimi + Associates is an Equal Opportunity Employer committed to hiring a diversified workforce. Selection for positions is based on merit without regard to race, ethnicity, religion, age, gender, national origin, political affiliation, disability, sexual orientation, marital or family status, or other characteristics.***