

Director of Planning - Executive Director III

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locations

Charles L. Benton, Jr. Building

time type

Full time

posted on

Posted 2 Days Ago

time left to apply

End Date: July 24, 2025 (30+ days left to apply)

job requisition id

R0012376

THIS IS A NON-CIVIL SERVICE POSITION

CITY OF BALTIMORE, DEPARTMENT OF PLANNING

DIRECTOR, DEPARTMENT OF PLANNING

Salary Range:

\$159,378 – \$263,014 / Annually

Starting Pay Range:

\$159,378 – \$211,196 / Annually

Our Benefits

The Office of Employee Benefits manages the City's health and welfare benefits plans for employees, retirees, and eligible dependents. The city offers medical, prescription drug, dental, vision, optional life, AD&D, and FSA plans. This office also supplies wellness programs, support groups, and workshops. You can learn about our benefits here: <https://humanresources.baltimorecity.gov/hr-divisions/benefits>

Get to Know Us

Welcome to the City of Baltimore! Experience the reward of a fulfilling career and enjoy the added element of excitement in a vibrant, diverse atmosphere. The City of Baltimore offers limitless opportunities to help drive social impact, both on the job and in the community, while serving its citizens. Join us in making Baltimore a great place to live and work. In the City of Baltimore, we hire great people and provide them with the skills and opportunities to grow toward their career aspirations. If you are looking for a career change or interested in learning more, explore our opportunities and benefits programs. We are excited to have you as a part of the City of Baltimore Team!

Job Summary:

The City of Baltimore seeks a visionary leader to serve as its next Director of Planning. As Baltimore enters an exciting era of growth and transformation, Mayor Brandon Scott and the City's Planning Commission are looking for a dynamic planning professional to guide the City's future development while honoring its rich history and diverse communities.

Leading one of the nation's most highly-regarded major-city planning departments, the Director will play a pivotal role in implementing Mayor Scott's vision for a more equitable, sustainable, and prosperous Baltimore—a city that successfully attracts and retains residents, businesses, and industry across its 200-plus distinctive neighborhoods.

Essential Functions:

The Director of Planning serves as a key member of the Mayor's Cabinet and provides executive leadership for Baltimore's urban development strategy. The Director oversees approximately 60 staff across 7 divisions and reports directly to the Deputy Mayor for Community and Economic Development. The position is appointed by the Mayor and subject to confirmation by the City Council, as stipulated in the Baltimore City Charter. This position offers a unique opportunity to shape the future of a major American city through thoughtful planning, community engagement, and innovative policy development.

As the leader of the Department of Planning, you will:

- Spearhead the continued implementation and refinement of Baltimore's Comprehensive Master Plan
- With City, state, and private partners, help guide Mayor Scott's ambitious 15-year, \$3 billion initiative to eliminate vacant properties through strategic acquisition, disposition, and deliberate redevelopment
- Ensure that planning decisions advance equity goals and create opportunities for all Baltimore residents
- Lead a talented team of planning professionals dedicated to serving Baltimore's diverse communities
- Collaborate with public, private, and community partners to drive sustainable economic development
- Implement data-driven performance measurement systems to evaluate program

effectiveness, track progress on key initiatives, and demonstrate accountability to the public

KEY RESPONSIBILITIES

Leadership & Administration

- Direct and manage all aspects of the Department of Planning, including personnel decisions, budgetary management, performance evaluation, and contract oversight
- Serve as Executive Secretary to the Planning Commission
- Participate as an active member of the Mayor's Cabinet, collaborating with senior City leadership to align planning priorities with Baltimore's overall strategy and goals
- Develop and manage departmental budget and resources effectively
- Implement data-driven performance measurement systems to evaluate program effectiveness, track progress on key initiatives, and demonstrate accountability to the public

Planning & Development

- Lead the ongoing implementation and future updates of Baltimore's Comprehensive Master Plan
- Guide the annual preparation of the City's six-year Capital Improvement Program in coordination with the Planning Commission and City agencies
- Oversee land use, preservation, and sustainability regulations for the City of Baltimore
- Manage zoning administration and related regulatory functions
- Support Baltimore's robust community planning initiatives, including the neighborhood sub-cabinet, school-based planning, and the City's Green Network Plan
- Expand upon the department's successful sustainability and food security initiatives
- Advance the department's climate adaptation, resilience planning, and food security initiatives to address environmental disparities and promote sustainability
- Leverage data analytics and GIS tools to inform equitable and transparent planning decisions

Stakeholder Engagement & Collaboration

- Represent the Department of Planning in collaboration with elected/appointed officials, other city entities, and Baltimore's diverse community of stakeholders
- Ensure excellent departmental staff support for the Planning Commission, Commission for Historical & Architectural Preservation, and Sustainability Commission
- Build and maintain strong relationships with community organizations, business leaders, developers, and advocacy groups

- Serve as an effective public spokesperson for planning initiatives and the department's work
- Strengthen partnerships with the Department of Housing and Community Development and other agencies to advance comprehensive neighborhood revitalization
- Implement innovative community engagement approaches—including digital platforms and participatory planning models—to ensure broad, inclusive input

Minimum Qualifications:

Required Qualifications

- Advanced degree in urban planning, public administration, community organizing, economic development, real estate development, law, or a related field
- Minimum of ten years of progressive experience in planning, with increasing levels of responsibility
- At least five to seven years of senior-level experience in planning or related field
- Comprehensive knowledge of urban planning principles and practices
- Demonstrated experience in equitable development and inclusive community engagement
- Proven success managing complex projects and initiatives from conception to implementation
- Strong fiscal management experience, including budget development and oversight
- Excellent communication and relationship-building skills across diverse constituencies

Knowledge, Skills, & Abilities:

- Deep understanding of federal, state, and local laws pertaining to planning, zoning, and community development
- Experience developing and implementing capital improvement programs or capital budgets
- Knowledge of performance management practices for agency operations and talent development
- Familiarity with urban economic policy and evolving state and federal planning initiatives
- Awareness of national trends and best practices in land use planning, environmental regulation, and historic preservation
- Demonstrated commitment to equity, sustainability, and community-centered

planning

- Experience with food security initiatives and sustainable urban development
- Proficiency with data-driven planning approaches and performance measurement systems

Additional Information

Candidate Application: Candidate must upload a resume AND cover letter when applying for this position.

IDEAL CANDIDATE

The ideal candidate is a forward-thinking planning professional who combines technical expertise with collaborative leadership skills. You are passionate about creating equitable, vibrant urban communities and have a track record of successful project implementation. You thrive in complex environments requiring stakeholder consensus-building while maintaining a clear vision. Most importantly, you are committed to Baltimore's future and excited to help build upon the Department's strong foundation of innovative planning and community development.

Background Check

Eligible candidates under final consideration for positions of trust must authorize and successfully complete a Criminal Background Investigation and/or fingerprinting

Probation

All individuals, including current City employees, selected for this position are required to complete a mandatory six-month probationary period.

Residency & Financial Disclosure

This position is subject to Article I, Section 7-10 of the Baltimore City Code, which mandates that the incumbent both reside and be a registered voter of Baltimore City at the time of appointment or sign a declaration of intent to become a City resident and registered voter within 6 months of the effective date of their appointment. Failure to comply with the declaration of intent will result in immediate termination. You will also be required to complete a Financial Disclosure pursuant to Sections 7-7, 7-8, and 7-9 of the City Ethics Law. The initial financial disclosure must be submitted within 30 days of hire.

Baltimore City Government is an Equal Employment Opportunity Employer, and we are committed to a workplace that values diversity, equity, and inclusion. The City of Baltimore prohibits discrimination on the basis of race, color, religion, age, sex, ancestry, creed, national origin, disability status, genetics, marital status, military service, sexual

orientation, gender identity/expression or any other characteristic protected by federal, state or local laws. Applicants who would like to request any accommodations during the hiring process are encouraged to contact the Department of Human Resources directly. Do not attach your request for accommodation to the application.

BALTIMORE CITY IS AN EQUAL OPPORTUNITY EMPLOYER
About Us