



COMMUNITY PLANNER (0020 Series)

Responsibilities

- You will conduct technical review of facilities planning products, (i.e., Basic Facilities Requirements (BFRs), Facilities Support Requirements (FSRs)) to determine if objectives are met.
- You will coordinate community planning actions making certain all installation stakeholders are involved.
- You will prepare statements of work using the Facility Planning Documents System (FPD) system or a similar document planning system to set pricing and work expectations for vendors.
- You will conduct asset evaluation of facilities to formulate a facilities requirement plan.
- You will implement planning criteria when managing projects (e.g., Master Plans, Special Planning Studies, Basic Facilities Requirements, Facility Planning Documents, or similar components) to meet requirements.

Qualifications

- To qualify for the GS-12: In addition to the Basic Requirements for this position, your resume must also demonstrate at least one year of specialized experience at or equivalent to the GS-11 grade level or pay band in the Federal service or equivalent experience in the private or public sector. Specialized experience must demonstrate the following: 1) Providing advisory or review services on specific problems, projects, programs, and/or functions related to engineering, architecture, and/or community planning; 2) Developing facility plans and objectives including criteria, procedures, and instructions; and 3) Analyzing the impacts (i.e., benefits and liabilities) of facility projects.
- To qualify for the GS-11: In addition to the Basic Requirements for this position, your resume must also demonstrate at least one year of specialized experience at or equivalent to the GS-09 grade level or pay band in the Federal service or equivalent experience in the private or public sector. Specialized experience must demonstrate the following: 1) Resolving engineering, architecture, or community planning problems using established principles; 2) Developing facility plans and objectives including criteria, procedures, and instructions; and 3) Analyzing the impacts (i.e., benefits and liabilities) of facility projects.

NOTE: This information must be supported in your resume to be considered for the position.

Additional Information

You will be evaluated for this job based on how well you meet the qualifications above. Your resume is the key means we have for evaluating your skills, knowledge, and abilities, as they relate to this position. Therefore, we encourage you to be clear and specific when tailoring your resume to describe your experience and accomplishments. You will be rated based on the information provided in your resume along with your supporting documentation to determine your ability to demonstrate the following job elements



Basic Requirements:

Your resume must demonstrate that you have successfully completed a community planning degree, or a degree in a related discipline such as urban affairs, architecture, landscape architecture, engineering, sociology, geography, economics, political science, or public administration that included at least 12 semester hours in the planning process, socioeconomic and physical elements of planning, urban and regional economic analysis, and development finance.

OR

Have a combination of education and experience where I have successfully completed a community planning degree, or a degree in a related discipline such as urban affairs, architecture, landscape architecture, engineering, sociology, geography, economics, political science, or public administration and have one (1) year of work experience in community planning acquired under the supervision and guidance of a community planner.

OR

Have a combination of education and experience where my courses were equivalent to a major in community planning , urban affairs, architecture, landscape architecture, engineering, sociology, geography, economics, political science, or public administration; or a combination of related courses totaling at least 24 semester hours in any combination of the listed disciplines of which at least 12 semester hours were in the planning process, and socioeconomic and physical elements of planning, plus appropriate experience or additional education.

Additional qualification information can be found from the following Office of Personnel Management website:

<https://www.opm.gov/policy-data-oversight/classification-qualifications/general-schedule-qualification-standards/0000/community-planningseries-0020/>

Conditions of Employment

- Must be a US Citizen.
- Must be determined suitable for federal employment.
- You will be required to obtain and maintain an interim and/or final security clearance prior to entrance on duty. Failure to obtain and maintain the required level of clearance may result in the withdrawal of a job offer or removal.