**Planner/GIS Technician**

The Maumee Valley Planning Organization (MVPO) is currently accepting applications for a Planner/GIS Technician. MVPO is a non-profit, regional planning agency servicing Defiance, Fulton, Henry, Paulding and Williams Counties in northwest Ohio.  This position is full-time and pay will be commensurate with experience.

**Benefit Details**

Salary is $44,000 - $55,000 annually (DOQ). This position also includes accrual of paid vacation and sick time, plus paid holidays. Benefits such as OPERS retirement, health, vision, dental and other insurance plans are available.

Note to Applicants: One or more openings may be filled from this job posting.

**Job Responsibilities**

The responsibilities of the Planner/GIS Technician include but are not limited to working with local governments to plan and manage the implementation of Transportation and Community Development programs. Staff responsibilities will include working in a team environment to maintain long range planning elements; collecting and analyzing data; preparing applications for funding, facilitating meetings; and presenting information to community groups and public officials. Strong consideration will be given to applicants who possess mapping abilities using GIS/ArcGIS software. Frequently works in a team setting and coordinates work with that of other departments and public agencies. Performs other duties, as assigned, to assist in attaining and/or completing projects/programs that Maumee Valley Planning Organization administers. The Planner/GIS Technician will work under the supervision of the Executive Director.

**Qualifications**

At minimum, the position requires a four-year degree in Planning, Public Administration, Political Science, Economics, Geography, or a Geographic Information System (GIS) Certificate from a recognized institution. Successful candidate must possess strong written and verbal communication skills; knowledge and experience with ESRI’s ArcGIS software and be self-motivated. Applicant must be highly organized, personable and have the desire/ability to work as a team member. The successful candidate must maintain a valid driver’s license.

**Method of Application and Deadline**

All interested applicants must submit a resume and three professional references, along with a cover letter. A portfolio of previous work is encouraged.

Maumee Valley Planning Organization

1300 East Second Street, Suite 200

Defiance, OH 43512

Or e-mail to: [mvpo@mvpo.org](mailto:mvpo@mvpo.org)

No phone calls.

**Application deadline is Friday, September 16, 2022.**

*MVPO is an Equal Opportunity Employer. In compliance with United States Equal Employment Opportunity guidelines and the Americans with Disabilities Act, MVPO provides reasonable accommodation to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer. MVPO is a Drug Free & Tobacco Free Workplace.*