



JOB DESCRIPTION

Job title
Senior Planning Consultant
Name of person or job role reporting to
TBC
Responsibilities
<ul style="list-style-type: none">• Provide planning consultancy services to public, private and third-sector clients.• Manage planning projects to a high standard. This will involve leading on planning applications, site promotions and appeals as well as managing the financial aspect of invoicing, project budgets and contract specific financial data.• Review and comment on technical reports.• Preparation of planning applications, including drafting of Planning Statements and undertaking site visits with clients/colleagues.• Liaison and communication with technical consultants, statutory consultees and Planning Officers.• Public speaking, including at planning committees and public consultation events, where required.• Provide planning advice to colleagues and clients and providing mentoring where appropriate.• Manage consultant and graduate planners.• Carry out sales and business development activities including drafting proposals, tenders, meeting potential and existing clients and working on sales initiatives.• Take a role in the development of the planning business and carrying out sales activities to help achieve business targets and objectives. This will also include involvement in drawing up and delivering the business plan.• To ensure maximum flexibility and to reflect the Company's evolving needs, you may be asked to perform additional tasks that may be reasonably expected within your level of capability without additional remuneration.
Qualifications/Experience
<ul style="list-style-type: none">• A full driving licence will be required as will the need for flexible working with regard to type of work, timing and location.• Formal qualification in Town and Country Planning (Masters/Postgraduate/First Degree).• Full membership of the Royal Town Planning Institute or to be eligible for full Chartered Membership.• Relevant experience preferably within the private sector.• Commercial awareness and the ability to work on own initiative.• Excellent knowledge and experience of Town & Country Planning regulations and process in both planning policy and development management.• Excellent written and verbal communication skills.
I hereby agree that I have read and understood the job description.
Signed _____ Date _____
Name _____