



955 Yard Street, Suite 150
Columbus, Ohio 43212

614.586.1500

www.planning-next.com

moving communities forward

Our Company

Planning NEXT is a leading community visioning and planning firm located in Columbus, Ohio. Our tight-knit and fast-paced office is seeking a supportive and energetic team member to join our national practice. Our work is grounded in the belief that strong technical planning must be integrated with robust community engagement that brings people together to develop a shared vision for the future.

We are looking for someone passionate about making better places who is focused on positively impacting people and has the talent to make us all better.

About the Position

The Senior Land Use Planner + Project Manager leads and supports a range of planning projects across the country. This position typically includes 40–80% project management responsibilities, with the remainder dedicated to planning support and internal initiatives such as marketing and administrative duties. The exact ratio will vary based on company needs.

In this role, you will manage day-to-day project activities, maintain client relationships, mentor junior staff, and help ensure high-quality deliverables are completed on time and within budget. This is a client-facing, collaborative position that also involves hands-on planning work, from public engagement to writing, mapping, and graphic production.

Expected Salary Range: \$75,000–\$115,000. Salary is based upon applicable experience and skill set.

Planning NEXT offers a competitive benefits package, opportunities for growth, and a supportive team culture.

Professionalism: Being professional is an essential function of this position, especially when dealing with clients or fellow employees. This is true whether in person, over the telephone, virtually, or through email. All employees are entitled to a 100% non-hostile environment.

Travel: Planning NEXT is a national practice, the successful senior planner candidate will have the desire and ability to travel based on project needs.

Work Location: This position is based in Columbus, Ohio. A hybrid or remote work schedule may be available following onboarding; however, candidates located outside of reasonable commuting distance are expected to relocate.

Position Description: Senior Land Use Planner + Project Manager

Essential Responsibilities

Project & People Management

- Lead the delivery of planning projects, including schedule, scope, and budget tracking.
- Prepare and facilitate internal and external meetings, including regular check-ins with clients.
- Support monthly billing and invoicing for managed projects.
- Delegate tasks to planners and intern planners; oversee their work and provide mentorship and guidance.

Planning & Technical Work

- Conduct and guide research on community conditions and planning trends.
- Analyze and visualize spatial data using ArcGIS to support land use, mobility, housing, and other planning topics.
- Create high-quality maps, graphics, and charts that communicate technical information clearly.
- Draft and edit planning documents, presentations, and interim deliverables that are technically sound and audience-appropriate.
- Oversee the preparation of outreach materials, print collateral, and digital engagement tools (e.g., surveys, website content).

Client & Stakeholder Engagement

- Build and maintain strong relationships with clients, partners, and subconsultants.
- Lead or support public workshops and events; facilitate small groups; synthesize public input.
- Represent the firm in presentations to clients, planning commissions, elected officials, and conferences.
- Contribute to marketing and communications efforts, including proposals, conference sessions, and articles.

Minimum Qualifications

- **Education:** Bachelor's or Master's degree in city planning or related field.
- **Experience:** Preferred 5–8 years' experience in an office position with similar duties, including some project management experience. A minimum of 5 years of relevant experience is needed to apply.
- **Certification:** Relevant professional certification (AICP or equivalent), or willingness to obtain certification.
- **Technology:** Proficiency in using MS Office software and Adobe Creative Suite is expected. Familiarity with ArcGIS Pro and ArcGIS Online (mapping, data management, and analysis) is required.
- **Management:** Desire to mentor staff and manage tasks.
- **Communication:** Excellent oral and written communication skills.

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You would be a great fit if you can...

- Confidently manage multiple projects and deadlines while clearly communicating priorities and taking ownership of your work.
- Communicate clearly and professionally with clients and colleagues, delivering excellent service with a problem-solving mindset.
- Produce high-quality written and visual work with strong research skills, attention to detail, and adaptability.
- Collaborate respectfully, follow established processes, and commit to learning the company's approach and values.

We understand that strong candidates may not meet every requirement listed. If you are passionate about planning and believe you can contribute to our team, we encourage you to apply.

Questions? Interested in Applying?

Please send your resume and cover letter to Sarah Bongiorno at sarah@planning-next.com. For questions about the position, feel free to reach out to Sarah directly.

Benefits

As a Planning NEXT Team Member, you will receive our well-balanced program of benefits designed to meet the needs of our employees and represent a value of additional income:



Medical, Life, Vision, Dental, Short- and Long-Term Disability Insurance



SIMPLE IRA Match



Paid Holidays



Paid Time Off



Paid Sick Leave



Flexible Hours and Remote Work Policy



Employer Paid Profit Sharing



Professional Development Support & Opportunities for Advancement



Pet Friendly!