

DIRECTOR HISTORIC PRESERVATION AND URBAN DESIGN

The Chatham County Savannah Metropolitan Planning Commission (the MPC) is seeking to hire a Director of Historic Preservation and Urban Design. The Director is responsible for the overall management of the City and County Historic Preservation Programs. Duties include but are not limited to maintaining a comprehensive baseline historic resource survey; providing staff support to the Historic District Board of Review, Savannah Historic Preservation Commission, Chatham County Historic Preservation Commission, Historic Site and Monument Commission, and the MPC; providing Section 106 review under a Programmatic Agreement with the City of Savannah. Review development in designated local districts for compliance with historic zoning ordinances; providing a local contact for Certified Local Government programs and preparing a yearly work program. Serves as the City and County Preservation Officer.

Essential Duties:

- Provide technical, architectural, design, historical, and policy guidance to staff, governmental officials and other City and County departments, boards and commission, regional, state, and national preservation agencies
- Develop, recommend, implement, and evaluate City and County policies and ordinances related to historic preservation
- Direct the goals, objectives, and policies of the Historic Preservation program into projects, and activities for the Savannah-Chatham County area
- Supervise, direct, and evaluate Historic Preservation staff, complete employee performance appraisals
- Oversee completion of yearly Historic Preservation work program
- Establish and maintain essential relationships with other governmental departments, public and private agencies to provide technical, and strategic expertise in historic preservation to promote the viability and reuse of historical buildings and/or landmarks for municipal use
- Educate and inform communities, and organizations on historic preservation related issues
- Provide staff leadership in the implementation of the policies, goals, and program of the Historic Preservation Department

Licenses, Certifications & Employment Standards:

- Must possess and maintain a valid class C driver's license and a satisfactory driving record
- Seven (7) years' experience or a Master's degree in historic preservation, architectural history, urban planning, or a related field. Seven (7) years increasingly responsible management experience in a technical area related to Historic Preservation.

Email resume and cover letter including salary requirements to: Pamela Everett, Assistant Executive Director, Compliance & Operations, Chatham County-Savannah Metropolitan Planning Commission email: everettp@thempc.org with the following subject line: Historic Preservation Principal Planner. Open until filled. Salary will be commensurate with experience and qualifications. FLSA: Exempt. MPC IS AN EQUAL OPPORTUNITY EMPLOYER, M/F/H