



We're Hiring: Planner I or Planner II

Salary Range: \$50,000 – \$65,000 DOQ

Location: Remote (Preference for Virginia-Based or Intent to Relocate)

Are you passionate about shaping communities and making a real impact on local planning efforts? Do you enjoy problem-solving, engaging with stakeholders, and helping communities implement their vision for the future? Do you have experience reviewing development proposals and various land use applications? If so, we want to hear from you!

Focus of This Role

Berkley Group is seeking detail-oriented and motivated planners at different experience levels (Planner I or Planner II) to support local governments in creating and implementing land use policies and regulations. Our team supports communities through both long-range and current planning efforts. We prepare **comprehensive plans, zoning ordinances, and a variety of project-based planning initiatives** that guide decision-making and help communities thrive, as well as supporting **current planning functions such as land use and permit application review** to ensure that development proposals align with regulatory requirements and policy objectives.

Successful candidates will:

- Conduct research and analysis on land use and zoning topics.
- Draft comprehensive plan updates, zoning ordinances, and reports.
- Engage with local government officials, stakeholders, and the public.
- Manage projects and tasks with attention to detail and big-picture goals.
- Develop maps, graphics, and high-quality planning deliverables.
- Translate data into meaningful insights that inform policy decisions.
- Review and analyze development applications for regulatory compliance.

We're looking for professionals who are:

- **Analytical Thinkers** – Comfortable working with data, regulations, and planning policies.
- **Strong Communicators** – Can write well, present ideas clearly, and engage with diverse audiences.
- **Problem-Solvers** – Approach planning challenges with creativity and adaptability.
- **Detail-Oriented Yet Visionary** – Able to manage project details while keeping community goals in focus.
- **Team Players** – Enjoy working collaboratively, both remotely and in person.

Which Level is Right for You?

We are hiring for **two levels of planners** based on experience and qualifications:

- **Planner I:** Entry-level (1+ years of planning experience or internship) – ideal for those with some experience and looking to grow in the field.



- **Planner II:** Mid-level (3+ years of experience) – requires the ability to work more independently.

→ **View the full job descriptions and qualifications here:**

<https://www.bgllc.net/careers/planner-position-descriptions>

Why Join the Berkley Group?

- **Make an Impact:** Work on projects that directly shape communities.
- **Remote Work, Local Engagement:** Primarily remote, with in-person meetings across Virginia.
- **Flexible Work Hours:** Maintain work-life balance with adaptable scheduling.
- **Collaborative Team Environment:** Supportive, engaged, and mission-driven colleagues.
- **Growth Opportunities:** Training, certification assistance, and career development.

How to Apply

If you're ready to bring your planning expertise to a dynamic team and make a difference in local communities, apply today!

Submit your resume and cover letter to: Rebecca.Cobb@bgllc.net

Application Deadline: First Review July 24, 2026

Let's shape the future of communities together!