

**THE NAVAJO NATION**  
**Department of Personnel Management**  
**JOB VACANCY ANNOUNCEMENT**

REQUISITION NO: LB03119977  
POSITION NO: 242449  
POSITION TITLE: \_\_\_\_\_

DATE POSTED: 09/01/20  
CLOSING DATE: 09/22/20

**Senior Planner**

DEPARTMENT NAME / WORKSITE: LB/Office of Navajo Government Development, Window Rock, AZ

WORK DAYS: <u>Monday-Friday</u>	REGULAR FULL TIME: <input checked="" type="checkbox"/>	GRADE/STEP: <u>BC65A</u>
WORK HOURS: <u>8am-5pm</u>	PART TIME: <input type="checkbox"/>	NO. OF HRS./WK.: _____ \$ <u>46,300.80</u> PER ANNUM
SENSITIVE <input type="checkbox"/>	SEASONAL: <input type="checkbox"/>	DURATION : _____ \$ <u>22.26</u> PER HOUR
NON-SENSITIVE <input checked="" type="checkbox"/>	TEMPORARY: <input type="checkbox"/>	_____

**DUTIES AND RESPONSIBILITIES:**

Performs a variety of wide-ranging professional planning work of considerable difficulty concerned with the growth of Navajo Nation government related to social, political, cultural, and sustainable solutions. Work on highly controversial and solution-oriented matters in strategic planning, public outreach planning, political structural planning, and community and regional development planner. Work in providing strategic pathways in government reform research initiatives and legislative actions in all structural levels of Navajo Nation government. Provide leadership planning and training for Navajo chapter officials on the variety of self-governance, alternative form of governance, regional and district governance, township governance, and traditional form of governance. Planning that forges strong political, social, and cultural relationships, communicate well, negotiate and compromise if necessary, to promote continuity of program goals and objectives of Government Reform. Given that the baseline purpose of government is to protect and promote the best interests of the Navajo people governed, provide and assist with various analyses in support of strategic planning activities toward a more resilient and sustainable government.

**QUALIFICATION REQUIREMENTS: (Education, Experience and Training)**

**Minimum Qualifications:**

- A Bachelor's degree in Community Planning, Urban Planning, Sustainability, Political Science, Public Administration, or closely related field; and four (4) years of experience in urban and regional planning; or an equivalent combination of education and experience.

**Special Requirements:**

- Possess a valid state drivers license.

*(To receive full credit for education, certification, or licensure, transcripts, copies of degrees, certificates, and other appropriate documents must be submitted along with employment application.)*

**Special Knowledge, Skills and Abilities:**

Excellent research and writing skills mandatory, knowledge of legislative affairs, planning, public policy formulation, sustainability, comprehensive planning, legislative analysis, techniques, and procedures. Knowledge of the Navajo Nation, Federal and State Laws, regulation, and guidelines governing aspects of tribal operations relative to the principles and techniques of planning and policy analysis. Skill in planning concepts, principles, and practices; knowledge of social, political, cultural, and sustainable theory and methods. Skill in interpretation and analysis of legal and quasi-legal documents. Knowledge of the principles of Dine' Fundamental Laws.

***THE NAVAJO NATION GIVES PREFERENCE TO ELIGIBLE AND QUALIFIED APPLICANTS IN ACCORDANCE WITH THE NAVAJO PREFERENCE IN EMPLOYMENT ACT AND VETERANS' PREFERENCE.***