

January 22, 2024

Beckett & Raeder, Inc. is a multi-disciplinary firm with offices in Ann Arbor, Petoskey, Traverse City, and Grand Rapids, Michigan providing landscape architecture, planning, civil engineering, and environmental services. Market segments include: park design and planning, urban design, campus design and planning, K-12 site design, community design, governmental and private sector mixed use, commercial and industrial projects all with a focus on sustainability, universal design and transit forward principles. We are a close-knit group of passionate professionals and enthusiastic learners who are committed to assisting our clients in making great places for future generations. We focus on developing creative design solutions employing state of the art materials, design principles and best management practices. If you are interested in joining an award winning, fun loving group of collaborative professionals we are looking to add to our team.

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**GIS Specialist/Community Planner**

Beckett & Raeder has an opening for a full-time GIS Specialist/Community Planner. This position may work out of any of our four Michigan offices in an office or hybrid role (Ann Arbor, Petoskey, Traverse City, or Grand Rapids). As a GIS Specialist, you will work directly with our professional planners, engineers, and landscape architecture to develop GIS products and collaborate on planning, engineering, and landscape architecture projects. Beckett & Raeder is looking to expand the GIS discipline within the firm and we would love your ideas for projects and strategies to do so! As a Community Planner, you will work directly with client communities assisting on planning and zoning related matters including drafting master plans and zoning ordinances.

Responsibilities:

- Work with planners, engineers, and landscape architects to develop and create cartographic maps and other geospatial data visualizations.
- Conduct site assessments and field inventories to gather geospatial data.
- Work with existing and future clients to identify and meet their GIS and geospatial data needs.
- Develop and market GIS programs and techniques that enhance the existing disciplines of planning, engineering, and landscape architecture.
- Develop and market GIS programs and techniques that expand the GIS discipline at BRI.
- Providing planning and zoning services to clients which may include weekly or monthly office hours on-site.
- Preparation of agendas, board packets, and legal notices, as needed.

Beckett & Raeder, Inc.  
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231 347.2523 ph  
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Grand Rapids Office  
 5211 Cascade Road SE  
 Suite 300  
 Grand Rapids, MI 49546

616.585.1295 ph



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- Review site plans, special use permits, and variance requests for clients and provide written staff report based on community zoning ordinance and master plan.
- Research and analysis on a variety of planning topics, data, and trends, such as socio-demographics, housing, economic conditions, real estate, energy, resilience, and infrastructure.
- Organization, coordination, and participation in community engagement workshops, and other events.
- Development of online surveys and analysis of results.
- Writing and preparation of draft reports, plans, and ordinances.
- Attendance at Planning Commission, Township Board, and/or Zoning Board of Appeals meetings after hours and in-person.

### Qualifications

#### *Required Capabilities and Credentials*

- Strong communications skills—verbal and written.
- Understanding of Michigan Planning Enabling Act and the Michigan Zoning Enabling Act.
- Proficiency in ESRI Products including ArcPro, ArcGIS Online, Spatial Analyst, Network Analyst
- Familiarity with CAD software (2020)
- Ability to work independently and as part of a team.
- Demonstrated responsibility and commitment to a team driven environment.
- Ability to use Microsoft Office and Adobe Suite
- Familiarity with a programming language
- Willingness to travel to client meetings (day and/or evenings) via personal vehicle

#### *Desired Capabilities and Credentials*

- Experience with Adobe Illustrator and InDesign and enhancing geospatial data visualizations in the Adobe Suite.

### Education and Experience

- An undergraduate or graduate degree in Geography, Geospatial Technology, Urban Design or Planning
- AICP certification
- Minimum of two years experience in a similar role

### Compensation and Benefits

- Competitive Compensation (varies based on experience and qualifications)
- Life Insurance
- Health, Dental, and Vision Coverage
- 401K Contribution Match up to 4% of compensation
- Professional Development/Exam Fees
- Paid Conferences/Other Trainings

### Send Resume



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