Position Description

Report Run Date: May 6 2014 10:27AM

Position Number: 02016737

Dept: CAMPUS PLANNING AND COMMUNITY RESOURCES 064094

Position: CAMPUS PLANNER

Approved Payroll Title Code: 7083

Approved Payroll Title: PLANNING SPECIALIST III

Approved MSP Salary Grade: 

Approved PSS Salary Grade: 8

POSITION DETAILS

Job Summary:
The unique role of the campus planner is to bring large scale physical planning frameworks and program concepts to bear on specific projects, large and small. The campus is built one step at a time, and the campus planner is the person in the organization charged with helping each incremental move contribute to the larger vision for the place. The campus planner works closely with the Assistant Vice Chancellor for Campus Planning and Community Resources to provide planning guidance for a portfolio of projects that can range from $30 million to $100 million in any given year.

Campus Job Scope:
The Campus Planner helps launch new projects and anticipates the roles, opportunities and challenges other CPCR team members will face later in the development process. The CPCR team, in addition to the campus planning function, is responsible for the comprehensive programming, design and management of the 'great outdoors' at UC Davis. CPCR includes people who are responsible for landscape and habitat restoration; landscape design and maintenance of the gardens and grounds; programming for the campus 'living museum' - the Arboretum; marketing, graphic design and printing; landscape and hardscape construction; outdoor equipment programs; alternative transportation programs, bicycle programs, motorist assistance and parking programs; marketing and coordinating conferences and events destination. The units responsible for these functions include Campus Planning and Landscape Architecture, Transportation and Parking Services, The Arboretum and Public Garden (Grounds and Landscape Services, The Arboretum, The Putah Creek Riparian Reserve), Conference and Events Services and Reprographics. CPCR is a uniquely configured organization that merges campus planning with the operation and management of all campus outdoor space. This configuration leads to strong integration of sustainable strategies that merge long range planning goals with daily operations.

Department Specific Job Scope:

Positions Supervised: NA

The campus planner is responsible for creating or assisting with the work products, or 'deliverables' identified below. These work products create the link between large scale planning frameworks and individual actions.
Essential Responsibilities:

or projects. Importantly, these tools help assure the most important outcome of the work-shaping places on campus that are functional, meaningful, sustainable and joyful.

Regional Context: 5%
Understand the context of the physical campus in the region's natural systems and understand the role of the campus in the region's cultural and economic well-being.

Represent the campus with local and regional partners on campus planning issues that hold importance for surrounding communities.

Long Range Development Plan: 20%
Assist with the development, implementation and stewardship of the campus Long Range Development Plan (LRDP). The LRDP is the UC's version of a city general plan - it articulates the campus land development pattern and anticipates development needs 15 or 20 years into the future. This plan serves as an umbrella for campus growth and is accompanied by a comprehensive programmatic environmental impact report.

Develop land use plans for the diverse and extensive land base of the Davis campus, from agricultural and environmental research lands to the more urban academic core.

Framework Plan: 25%
Refine, update and utilize the campus Physical Design Framework (Framework Plan) to create context for all campus projects-student housing, academic buildings and classrooms, recreational and student activity centers, public space development and enhancement, roadways and parking, pathways and walkways, utilities and facility support functions, gardens and public art. The Framework Plan informs the land use pattern of the LRDP, and creates the physical context for all campus projects.

Neighborhood Plans: 25%
Lead the planning process for the development of neighborhood plans for newly developing districts of the campus, as well as refining existing neighborhood plans. The campus is made up of a connected array of distinct neighborhoods: academic, residential, civic, recreational, and increasingly, mixed use neighborhoods that bring the vitality of different activities and different communities of people into the same space. The Neighborhood Plans nest within the overall context of the Framework Plan.

Site Selection: 10%
Lead site selection processes to identify and evaluate alternative sites for new projects (buildings, open spaces, transportation projects, infrastructure) to meet project goals and larger campus goals using the Framework Plan and Neighborhood Plans for context.

Creating Public Places: 5%
Create opportunities for the larger CPCR team to program, design, co-create and steward the campus as a public garden. The Public Garden Initiative, GATEways (Gardens, Art and The Environment), envisions the entire campus landscape as a resource for lifelong education and community engagement. The larger CPCR team is pursuing strategic goals to tie our work more closely with the academic enterprise, make the campus more visitor-friendly, lead the way on sustainable landscape management and build long-term connection to the many communities of people that touch UC Davis.

Project Guidelines: 10%
Develop urban design and site planning guidelines for new projects,
using the Framework Plan for context. Work with capital planners, architects and engineers, and project proponents to introduce these guidelines into the process at the earliest phases of project planning.

Advocate for these planning outcomes and site relationships throughout the planning and design process until the project is realized on the ground. The Framework Plan has a strong set of organizing principles - if the LRDP is about land use, the Framework Plan is about place-making.

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<th>Physical Demands:</th>
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<td>Ability to access outdoor areas where weather may be present and uneven surfaces exist.</td>
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<td>Perform visual and physical assessments of campus environment.</td>
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<td>Ability to work at a computer for extended periods of time.</td>
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<th>Work Environment:</th>
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<td>Employee is accountable for adhering to the Principles of Community and personally responsible for following safety procedures &amp; guidelines.</td>
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<td>This position may require attendance at meetings outside of normal business hours on a frequent basis.</td>
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<tr>
<td>UC Davis is a smoke and tobacco free campus effective January 1, 2014. Smoking, the use of smokeless tobacco products, and the use of unregulated nicotine products (e-cigarettes) will be strictly prohibited on any UC Davis owned or leased property, indoors and outdoors, including parking lots and residential space.</td>
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<th>Background Check:</th>
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### QUALIFICATIONS

**Minimum Qualifications:**

- B.S. Degree in urban planning, landscape architecture, urban design or related field or an equivalent combination of education and experience in a higher education environment.

- Experience translating framework ideas into concept diagrams and translating concepts into real world projects.

- Written and oral presentation skills to communicate planning concepts to diverse audiences and communicate a vision for the future that engages existing and potential stakeholders.

- Ability to represent the campus planning office to senior campus officials and external stakeholders and supporters

- Ability to maintain the integrity of a framework plan while constantly improving it and layering in new objectives.

- Skill to write and diagram clear site planning guidelines for projects of varying sizes and scales, including buildings, open spaces, pathways and roadways and other infrastructure.

- Experience incorporating ‘problems’ into innovative, sustainable solutions.

- Experience collaborating on the planning and design of sustainable systems including transportation, energy, water and materials cycling.

- Experience synthesizing divergent views into planning strategies that deliver on seemingly conflicting goals.

- Experience serving as a project manager for planning studies or physical plans.

- Experience with mapping and visual communication programs.
**Preferred Qualifications for Selection:**

- Experience preparing land planning, urban design and site planning products and guidelines.
- Master's degree in urban planning & design, landscape architecture or related field.
- Experience in a university, life/health sciences medical center.
- Experience preparing or responding to Requests for Proposals for planning studies.

**SIGNATURES**

**Employee**
I have read this position description and understand its contents.

**Supervisor**
This position description accurately describes the essential responsibilities assigned to this position.

**Department Head**
This position description accurately describes the essential responsibilities assigned to this position.