Associate Environmental Planner
Our client is currently seeking a high caliber Environmental Planner for a long-term basis within our client's team of experienced professionals. Based in Irvine, CA

The Associate Planner I serves as an advanced-level, experienced environmental planner responsible for managing complex CEQA/NEPA projects and drafting high-level, technical CEQA documents. This position involves a significant amount of autonomy, direct client coordination, mentoring of Assistant Planner I and II staff, and leading project strategy discussions. This person is highly collaborative and task-driven to complete assignments timely and accurately.

Job Requirements

- Lead preparation of full sections of CEQA/NEPA documents, including Initial Studies, MNDs, EIRs, response to comments, and technical report integration and, as necessary, delegate drafting to Assistant Planners.
- Independently manage mid-scale to large projects with increasing complexity (i.e., MNDs, project-level EIRs, tiering documents)
- Assist Senior Environmental Planners with drafting complex environmental documents.
- Participate in the proposal and RFP process in support of senior associates.
- Participate in professional organizations and be ambassadors for the company.
- Proactively manage client relationships in order to further business development
- Independently represent the company at scoping meetings and public hearings for moderately complex projects.
- Provide consistent project updates to internal team members and clients.
- Lead project success by coordinating components including scope, schedule, and budget.
- Maintain excellent communication with stakeholders, team members, and clients as needed.
- Identify and proactively escalate project risks to scope, scheduling, and/or budget deliverables, as necessary.
- Mentor and train Coordinator and Assistant Planner staff on technical writing and analytical methods.
- Uphold company core values in everyday interactions with internal and external partners.

Qualifications:

- Bachelor's degree in Environmental Planning, City Planning, Public Policy, Urban Planning, Environmental Science, or related field preferred
- 4-7 years of progressive experience in CEQA/NEPA documentation.
- Proven ability to independently draft and review environmental document sections.
- Strong understanding of entitlement and environmental review processes.
- Excellent technical writing and editing skills.
- Strong public speaking skills
- Proficiency in Microsoft Office Suite and collaborative work tools.
- Strong interpersonal and leadership skills; proven ability to support and mentor junior staff.
- Ability to advance project timelines independent of senior staff
- Ability to adapt to change and effectively prioritize teams for highest-value outcomes.
- Critical thinking skills and ability to make creative solution-oriented recommendations.

Employment Type: Direct, Permanent

Location of Position: Irvine, CA

Location Type: Office, Project Site on occasion

Generate Personnel is an Equal Opportunity Employer that recognizes the value of a diverse workforce. Employment decisions are based on job related criteria and not on the basis of any unlawful criteria. We ensure equal access to employment opportunities, services, and programs.

Must have legal right to work in the United States. We thank all applicants for their interest; however, only those selected for interviews will be contacted.