



Job Title	Campus Planner	Job Code	FS0124
Pay Plan	A&P	Pay Grade	19
Union	Non-Union	FLSA Status	Exempt
Job Family	Facilities	Union Code	0
		Subfamily	Construction Project Management

Job Family & Subfamily Summary

Facilities Professionals plan, design, manage and/or perform activities related to the maintenance, construction and/or installation of facilities, infrastructure and grounds.

Construction Project Management Professionals plan, organize, and coordinate construction projects. Design engineering plans and evaluate design proposals. Coordinates with architects, engineers, and construction team/firms to ensure adherence to schedules, project plans, and university objectives.

Job Summary

Provides direction and oversight within the Planning Services subsection. As directed by the Assistant Director of Planning Services, supports all campus planning efforts, with an emphasis on university master planning, land use plans, campus development agreements, site planning, traffic and transportation planning, geographic information systems (GIS), zoning issues, campus and building signage, and way finding. In addition to planning activities, this position also will be called on to act as a Sr. Project Manager. In this aspect of the role, he or she takes a lead role in the development of the design and construction project; manages its organization, scheduling, and implementation; and representing section leadership when needed.

Representative Duties

1.
 - Leads an interdisciplinary team to prepare a comprehensive Campus Master Plan every five years
 - Prepares all interim amendments to the Campus Master Plan
 - Prepares or assists in the preparation of Land Use Plans, Campus Development Agreements (CDA), and other planning documents
 - Serves as the University's representative on regional planning committees; and conducts extensive engagement with the broader community, stakeholders, agencies, local boards and commissions, to accomplish projects
 - Manages implementation of campus-wide planning projects such as signage and wayfinding systems
 - Envision and implement long-range design and planning projects related to furthering UCF's strategic vision and planning goals
2.
 - Supports the design of buildings, plazas, gathering places, and long-term streetscape solutions to transform campus streets, bike paths and walkways
 - Prepares studies of subareas of the University campuses to "flesh-out" the master site plan with specific detail
 - Maintains a living map of campus construction and travel restrictions
 - Manages multiple planning projects of varying size and complexity
 - Oversees updates to the UCF Campus Map(s)
 - Engages and oversees consultants preparing feasibility studies, including but not limited to, campus master planning, land use, traffic and transportation, university/community studies
 - Leads the university's GIS mapping effort
 - Attends key zoning meetings

3.
<ul style="list-style-type: none"> • Participates in or supports university committees • Participates in the implementation of campus wide initiatives • Represents the University of Central Florida at professional conferences and in professional organizations • May perform duties and responsibilities as a Sr. Project Manager - when tasked with specific projects to manage

Education, Experience, Skill Requirements		
	Required	Preferred
Education Level	Bachelor's	Master's
Certification(s)		
Licensure(s)		
Work Experience		
4+ years of relevant work experience		
Additional Requirements		

Physical/Environmental Demands
Standard office environment with no unique physical demands

This general outline illustrates the type of work that characterizes the job. The statements in this job description are not intended to be an exhaustive list of all duties, responsibilities and qualifications required of the job.