

# Meridian Consultants

## Position Description: Project Planner

A Project Planner for Meridian Consultants has a broad-based science- and/or planning-related background, and experience with city, county, and local (special districts/school districts) governments and private development-oriented projects.

### Duties and Responsibilities

- Demonstrates familiarity with a variety of the concepts, practices, and procedures related to planning and environmental analysis. Relies on extensive experience and judgment to plan and accomplish goals. Exercise of a wide degree of creativity and latitude is expected.
- Participates in multidisciplinary teams of professionals across a wide range of disciplines, including but not limited to architectural, engineering, air quality, biological resources, cultural resources, geology, land use, noise, traffic/transportation, recreation, and water resources.
- Possesses effective problem-solving ability, excellent writing skills, and the ability to work with a team and project managers.
- Plans, prepares, and monitors environmental research and evaluates the potential impacts of assigned projects.
- Maintains a working knowledge of CEQA and NEPA and regulatory requirements with respect to applicable local, state, and federal laws. Ensures environmental projects follow appropriate state and federal regulations
- Exercises independent judgment while regularly advising senior management as needed.
- Assists with project management including the preparation of proposals and development and monitoring of schedules, budgets, and invoices.
- Assists with organization and coordination of work with internal and external parties for projects including but not limited to document review, QA/QC, document production, sub consultants, etc.
- Serves as a resource to other Meridian Consultants staff and project teams by identifying and providing recommendations to improve technical approaches to project activities and work scope, as well as assisting with the training and/or coaching of Staff Planners.
- In-house presentation of environmental topics.
- Represents Meridian Consultants at meetings, business activities, and other industry functions.

### Qualifications

- Minimum of 3 years of industry experience
- One year of direct project management experience encouraged
- Preferable direct experience completing a variety of environmental documentation projects related to urban development and infrastructure projects throughout southern California
- Understanding of CEQA and NEPA
- Understanding of other regulatory agency requirements, such as those for the USFWS, CDFW, CARB, SCAQMD (or other air districts), USACE, SWRCB, and others as appropriate

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### Education

- Bachelor's degree in environmental science, urban planning, or a related discipline. A master's degree is preferred.