



Community Resources & Planning

Join our team!

The Essex County Office of Community Resources & Planning has several professional job titles available.

We are looking for a motivated individual who is eager to learn and work with our team as we assist municipal partners to develop, and secure funding for, the planning initiatives and projects that strengthen Essex County communities.

We are looking for someone who:

- *is willing to learn*
- *has an excellent work ethic*
- *is organized*
- *has excellent writing and/or math skills*
- *is a confident communicator and collaborator*
- *is familiar with various digital working platforms*

Please visit our website for more information:

<https://essexcountyny.gov/community-resources/>



Assist with

GRANT WRITING

Prepare and submit grant applications for Essex County and its communities

GRANT MANAGEMENT

Use online platforms to establish grant program workplans, track tasks, manage reports and budgets

COMMUNITY PLANNING

Collaborate with local stakeholders to address community needs and advance long-term planning goals

PROJECT DEVELOPMENT

Provide project development and project implementation technical assistance

APPLY NOW!

<https://www.co.essex.ny.us/jobs.asp>