



Housing and Community Development Planner/Grant Administrator

INCOG, the principal regional planning organization for the Tulsa metropolitan area, is seeking applications for a Housing and Community Development Planner/Grant Administrator. Duties include developing proposals and applications for state and federal infrastructure and affordable housing grant programs and providing program implementation services to INCOG member governments.

The position requires technical knowledge of federal grant programs including HOME and CDBG. Applicants should demonstrate knowledge of federal, state, and local regulations on grant funded programs; non-federal resources available for community and economic development programs; the principles and practices of governmental budgeting, accounting and finance; labor laws, equal employment opportunity regulations and labor standards and basic knowledge of municipal and county government functions.

A Bachelor's or Master's degree in urban planning, public administration, or related field and two years' experience in developing and administering projects required or an equivalent combination of education and experience. Direct experience in affordable housing and community development and/or economic development programs is desirable. Annual starting salary range is \$47,200 to \$53,100. Specific compensation will be based on the candidate's qualifications and experience. Comprehensive benefits package included.

[**CLICK HERE**](#) for the full job description.

Submit a resume, detailing relevant employment history, experience, education, and contact information, and cover letter that explains why you are interested and qualified for this position to Personnel Director, INCOG, Two West 2nd Street, Ste. 800, Tulsa, OK 74103 or e-mail to incog@incog.org