**NASSAU COUNTY**
HUMAN RESOURCES DEPARTMENT
96135 Nassau Place, Suite 5
Yulee, Florida 32097

# MEMORANDUM

**To:** Department Heads

**From:** Ashley Metz *am/bls*

**Date:** December 9, 2022

**Re:** Planning Director

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**Classification:** Planning Director

**Department:** Planning

**Pay Grade:** 113

**Pay Information:** $89,341.79 – $135,944.56

**Requisition:** 10055 – 3

**Apply At:** Applications will be accepted until filled. For additional information and to apply please visit www.nassaucountyfl.com or the Human Resources Department located at 96135 Nassau Place, Suite 5, Yulee, Florida 32097, Telephone (904) 530-6075 or Fax (904) 321-5797.

Nassau County is an Equal Opportunity Employer and a Drug Free Workplace. Nassau County values the service veterans and their family members have given to our country and that the County supports the hiring of returning service members, military spouses, and their family members as such this position is eligible for Veterans' Preference in accordance with applicable laws

# Nassau County
*Job Description*

**POSITION:** **Planning Director**
**DEPARTMENT:** **Planning Department**
**REPORTS:** **Deputy County Manager / County Engineer**
**FLSA STATUS:** **Exempt**
**PAY GRADE:** **113**

**GENERAL DESCRIPTION:**

The Planning Director plans, directs and supervises all activities of the Planning Department in order to ensure efficient and effective department operations.

As a working manager, the Planning Director is expected to provide professional planning support to County departments, serve as the technical planning advisor to the County Manager's office and the Board of County Commissioners. Other duties include, execution of current and long-range planning initiatives, administer the County's Land Development Code and Comprehensive Plan, support the County Manager/Commission in policy formation and mentors and professionally develops staff planners. Reports to the Deputy County Manager / County Engineer.

**ESSENTIAL FUNCTIONS:**

- The Planning Director is a working manager position that is expected to manage, plan, coordinate, direct and supervise the functions and programs of the Nassau County Planning Department, as well as, produce technical work and provide professional support to the County Manager's Office.
- Reviews, monitors and implements the County's Land Development Code, Comprehensive Plan and various overlays, sector plans, design plans, etc.
- Provides professional planning support to all County departments, the County Manager's office and the County Attorney's office.
- Oversees the recruitment, employment and evaluation of staff and contract personnel.
- Develops department-wide goals, objectives, policies and procedures.
- Reviews all departmental work product including work from contractors and consultants. Reviews the work of subordinate staff for completeness and accuracy; evaluates and makes recommendations as appropriate; offers training, advice and assistance as needed.
- Evaluates planning-related legislation and applicability to County initiatives and regulations.
- Attends substantial number of evening and weekend meetings.
- Supervises all Department staff, either directly or indirectly through senior staff. Supervisory duties include instructing; assigning, reviewing and planning work of others; maintaining standards; coordinating activities; allocating personnel; selecting new employees; acting on employee problems; recommending employee promotions, transfers, discipline and discharge; employee evaluations.
- Develops and implements Department policies and procedures; ensures departmental compliance with all applicable policies, procedures, laws and regulations. Prepares and administers the Planning Department annual budget.

- Reviews all zoning, rezoning permits/applications, land-use amendments, plats, subdivision plans, etc. for compliance.
- Provides site review input for planning, zoning issues.
- Attends and participates in Planning and Zoning Board, Conditional Use and Variance Board and other citizen boards' public hearings, workshops and meetings.
- Attends and participates in Board of County Commissioner meetings and makes presentations to the Board concerning areas of responsibility as required.
- Attends Department Head meetings and staff meetings as scheduled.
- Conducts research and provides the Board of Commissioners with expert advice in the areas of planning, urban design, site design, zoning and demographics; prepares related reports.
- Interprets and explains codes, ordinances and regulations to engineers, architects, contractors, property/business owners and other interested parties.
- Verifies zoning classification and Future Land Use Map designation as requested.
- Prepares maps and graphics for land use planning.
- Oversees the work of consultants; administers related contracts.
- Coordinates Department activities with those of other County departments, various other Governmental agencies, industry, etc., as required.
- Receives, reviews, prepares and/or submits various records and reports including Comprehensive Plan/amendments, certifications, contracts, invoices, budget documents, correspondence, performance appraisals, etc.
- Operates a vehicle and a variety of equipment, which may include a computer, telephone, calculator, copier, etc.
- Attends and remains at work regularly and adheres to policies and procedures regarding absenteeism and tardiness. Provides adequate notice to higher management with respect to vacation time and leave requests.
- Responsible for intergovernmental coordination with other public agencies.
- Assists other departments with long range planning for the provision of county services.
- Performs related duties as required.

(These essential functions are not a complete statement of all duties required of the job. Employees will be required to perform such other related job duties as may be assigned or required.)

**MINIMUM EDUCATION AND EXPERIENCE:**

Requires a Master's Degree in Urban and Regional Planning, City Planning, Urban Planning, Public Administration or related field supplemented by six (6) to ten (10) years in urban/municipal planning, some of which has been in a supervisory capacity or an equivalent combination of education, training and experience that provides the required knowledge, skills and abilities. Local government experience in the State of Florida is preferred. Must obtain AICP Certification within one (1) year of hire date. Must possess a valid State Driver's License.

**KNOWLEDGE, SKILLS AND ABILITIES:**

- Knowledge of the methods, policies and procedures of the Department and County as they pertain to the performance duties of the Planning Director.
- Knowledge of the functions and interrelationships of the County and other Governmental agencies.
- Knowledge in the laws, ordinances, standards and regulations pertaining to the specific duties and responsibilities of the position.

- Ability to ensure departmental compliance with all laws and regulations and control the activities of the Department through effective supervision.
- Knowledge of various disciplines related to urban planning, including demographics, land use, urban form, zoning, etc.
- Knowledge of codes and regulations governing permitting activities.
- Ability to make sound, educated decisions.
- Ability to apply supervisory and managerial concepts and principles.
- Knowledge of administrative principles involved in developing, directing and supervising various programs and related activities.
- Ability to offer instruction and advice to subordinate staff regarding departmental policies, methods and regulations.
- Ability to perform employee evaluations and to make recommendations based on results.
- Ability to offer training and assistance to co-workers and employees of other departments as required.
- Ability to use independent judgment and discretion in supervising various programs including the handling of emergency situations, determining procedures, setting priorities, setting schedules, maintaining standards, planning for future County needs and resolving problems.
- Ability to plan and develop daily, short-term and long-term goals related to County purposes.
- Ability to take the initiative to complete the duties of the position without the need of direct supervision.
- Ability to plan, organize and prioritize daily assignments and work activities.
- Ability to learn and utilize new skills and information to improve job performance and efficiency.
- Knowledge of proper English usage, punctuation, spelling and grammar.
- Knowledge of modern office practices and technology.
- Ability to use a computer for word and data processing.
- Ability to perform required mathematical calculations.
- Ability to compile, organize and utilize various financial information necessary in the preparation of the departmental budget and knows how to prepare and monitor the budget.
- Ability to read and interpret complex materials pertaining to the responsibilities of the job.
- Ability to assemble and analyze information and prepare reports and records in a concise, clear and effective manner.
- Knowledge of the terminology and various professional languages used within the department.
- Ability to maintain effective relationships with co-workers, personnel in other departments, professionals and members of the public through contact and cooperation.
- Ability to react calmly and quickly in emergency situations.

**ESSENTIAL PHYSICAL SKILLS:**

- Tasks require extended periods of time at a keyboard or workstation.
- Stooping
- Kneeling
- Bending
- Crouching

- Reaching
- Standing
- Walking
- Lifting and carrying up to 20 lbs.
- Pushing and pulling
- Climbing on ladders, on steps or on the ground

*(Reasonable accommodations will be made for otherwise qualified individuals with a disability)*

**WORK ENVIRONMENT:**

- Works inside in an office environment.
- Knowledge of occupational hazards and safety precautions of the industry.

**I have read and understand this job description, possess the minimum education, experience, knowledge, skills, abilities and am capable and willing of performing all essential functions.**

**By signing below, I agree and understand that I must be able to perform each responsibility set forth above to continue my employment with the County.**

_____ _____

**Signature** **Date**

**September 2000**
**Revised:**
**March 2004**
**February 2011**
**March 2015**
**July 2016**
**February 2020**
**June 2022**

# PLANNING DIRECTOR

## Nassau, Florida

Amelia Island Beaches:
Photo Credit: Deremer Studios

December 2022

Produced and published by:
Nassau County, FL Board of County Commissioners
V22.12.9.1001

Nassau County, Florida
Board of County Commissioners

Photo Credit: Raydient Places + Properties

# ABOUT THE COMMUNITY

Nassau County consists of 726 square miles of natural beauty located in the northeast corner of Florida along the Atlantic Ocean and Interstate 95. Nassau County borders Duval County (Jacksonville) and is less than 10 miles from the Jacksonville International Airport. With a county-wide population of 93,012 and a regional population of over 1.6 million, the Florida Bureau of Economic and Business Research (BEBR) estimates that Nassau County grew by 4.21% last year (2020-2021) ranking as the 4th fastest-growing county, by percent growth, in Florida. From 2020 to 2035, BEBR predicts Nassau County will be the seventh fastest-growing county in the State of Florida with a projected population expansion of 47.5% resulting in over 137,200 people calling Nassau County home. In addition, according to Lightcast's Talent Attraction Scorecard, from ***2016-2020, Nassau County ranked as the #1 small county [<100,000 pop] in the Nation for Net Migration and Talent Attraction.***

With 13 miles of pristine beaches, numerous nature trails and multi-use paths; hundreds of miles of rivers including the St. Marys River, Amelia River, Nassau River, and their related tributaries; historic downtown Fernandina Beach, Fort Clinch State Park, and award-winning golf courses; Nassau County truly offers something for everyone. Major community events include the Annual Shrimp Festival, Concours d 'Elegance, Railroad Days, Dickens on Center Victorian-inspired holiday festival, and the Northeast Florida Fair.

Nassau County is one of the oldest counties in Florida, dating back to 1824. Numerous archaeological sites in the county record evidence of prehistoric communities, and Nassau County was the site of early European contact, dating to 1562, with the arrival of the French on present-day Amelia Island. The County has seen occupation by the French, English, Spanish, and Americans, and Revolutionary War and Civil War action.

Residents enjoy an excellent quality of life, with proximity to outstanding natural resources, and easy travel access to Jacksonville, St. Augustine, and Orlando to the south, and Savannah and Charleston to the north. Home to just three incorporated municipalities, Fernandina Beach, Hilliard, and Callahan, the majority of the community's population resides in unincorporated areas.

Educational opportunities are well served by the A-rated Nassau County School District providing K-12 instruction to over 12,000 students across 16 campuses. Private educational options include Amelia Island Montessori School, Faith Christian Academy, Fernandina Christian Academy, and St. Michael's Academy. Nearby higher educational facilities include Florida State College at Jacksonville, University of North Florida, Jacksonville University, and Edward Waters College. Full spectrum medical care is available from numerous providers including Baptist Health, UF Health/Shands, the Mayo Clinic, HCA/Memorial Health, and St. Vincents Hospital along with a variety of urgent care facilities.

Area major employers include the Nassau County School Board, OMNI Amelia Island Plantation, Ritz Carlton, Nassau County Government, Federal Aviation Administration, WestRock, Baptist Medical Center Nassau, Rayonier Advanced Materials, and Care Centers of Nassau. Many residents also commute to Jacksonville or Camden County, Georgia for employment. Nassau's median household income is $72,998, and its median value of owner-occupied housing units is $465,600.

## COUNTY MISSION STATEMENT

Nassau County will foster the highest quality of life possible for its citizens through a responsive and open government. It will provide services that are effective, in an economical and efficient manner, that not only meet but exceed the expectations of the people of Nassau County.

Photo Credit: Deremer Studios

# ORGANIZATION

A non-charter county with a commission-manager form of government, Nassau County's governing authority is the five-member Nassau County Board of Commissioners. The County is divided into five districts and elections are held every two years with commissioners serving four-year staggered terms. The Board employs a staff of 461 and appoints a County Attorney and County Manager. Mr. Taco Pope, AICP, was appointed County Manager in the fall of 2020. Prior to appointment as County Manager, Mr. Pope served Nassau County for 15 years in various posts including Assistant County Manager and Planning & Economic Opportunity Director. County Manager Pope recruited Marshall Eyerman in the spring of 2021 as Assistant County Manager and Robert Companion, P.E., in the Spring of 2022 as Deputy County Manager/County Engineer.

The organization, under the direction of the County Manager, is arranged into three work groups:

- County Manager:
  - Economic Resources
  - Strategic Initiatives
  - Animal Care & Control
  - County Extension
  - Library Services
  - Court Services
  - Public Information/Communications
  - Emergency Management

- Assistant County Manager:
  - Fire Rescue
  - Human Resources
  - Office of Management & Budget
    - (1) Grants Division, (2) Tourist Development Council, (3) Nassau-Amelia Utilities, (4) Budget/Finance, (5) Rescue Billing
  - Technical Services/Office of Innovation
  - Procurement

- Deputy County Manager/County Engineer:
  - Community Development Division
    - (1) Development Services, (2) Planning, (3) Code Enforcement, (4) Capital Projects Mgmt., (5) Stormwater/Drainage Mgmt., (6) Building Dept.
  - Public Works Division
    - (1) Facilities Dept., (2) Parks & Rec., (3) Fleet Mgmt., (4) Road Dept., (5) Solid Waste

The County's total annual budget for FY2022/23 is $392.9 million supported by an ad valorem millage tax rate of 7.1041, excluding special taxing districts.

# About the Department

Photo Credit: Deremer Studios

Photo Credit: Deremer Studios

Nassau Florida is recruiting a dynamic, energetic, and forward-leaning professional planner to lead Nassau County's award winning Planning Department. The Planning Director will be a hands-on, working manager with the technical expertise to produce/implement exceptional work product and the internal drive to take the agency to the next level. Recent awards include:

State 'Award of Excellence' for Best Practices
American Planning Association, Florida Chapter-2022
Parks, Recreation, and Open Space Master Plan

State 'Award of Merit' in Neighborhood Planning
American Planning Association, Florida Chapter-2022
Timber to Tides Initiative (SR200/A1A Corridor Master Plan)

Regional Award for 'Partner of the Year'
North Florida Land Trust-2022
Conservation Land Acquisition and Management (CLAM) Program

Regional Award for Excellence in Community Engagement
Florida Planning & Zoning Association -2022
American Beach Cultural Heritage Enhancement Plan

Regional Award for Excellence in Environmental/Natural Resources
Florida Planning & Zoning Association -2022
Western Nassau Heritage Preservation Project

Regional Outstanding Public Impact Award
Florida Planning & Zoning Association -2022
Westside Regional Park

State Award for Outstanding Sustainability Project
Florida Planning & Zoning Association -2021
Timber to Tides Initiative (SR200/A1A Corridor Master Plan)

Regional Award for Excellence in Planning & Growth Management
Northeast Florida Regional Council-2021
Timber to Tides Initiative (SR200/A1A Corridor Master Plan)

Regional Award for Excellence in Environmental Stewardship
Northeast Florida Regional Council-2020
Conservation Land Acquisition & Management Program

Regional Award for Excellence in Planning & Growth Management
Northeast Florida Regional Council-2020
Western Nassau Heritage Preservation Project (WNHP)

Regional Award for Excellence in Community Engagement
Florida Planning & Zoning Association -2019
Western Nassau Heritage Preservation Project (WNHP)

State 'Award of Merit' for Best Practices in Community Planning
American Planning Association, Florida Chapter-2018
William Burgess Mixed Use Activity District (WBD)

Regional Award for Excellence in Planning & Growth Management
Northeast Florida Regional Council-2018
William Burgess Mixed Use Activity District (WBD)

Regional Award for Master Planning of Land Areas
Florida Planning & Zoning Association -2018
William Burgess Mixed Use Activity District (WBD)

RECREATION MASTER PLAN
NASSAU COUNTY | EST. 1824

TIMBER TO TIDES
TRAIL
NASSAU COUNTY FLORIDA
EST. 1824

OUR HERITAGE
Western Nassau
Heritage Preservation
OUR FUTURE

THE WILLIAM BURGESS
DISTRICT

The Planning Department consists of eight staff members, including the Director.

As part of a reorganization in 2021, the Code Enforcement Department, management of the County's development review process and the County's National Flood Insurance - Community Rating System program along with several 'tip-of-the-spear' permitting responsibilities **were moved out of the Planning Department**. This reorganization allows the Planning Department to focus on its core competencies, execute and implement planning initiatives, review/monitor high-profile developments, and provide lateral professional support across the organization and to the County Manager's office as directed.

The County's planning team, and specifically the Planning Director, supports and leads cross-functional teams in delivering the strategic directives of the Board of County Commissioners and County Manager. As an example, the Asst. County Manager, OMB Director, SHIP Coordinator, and Senior Planner collaborate to facilitate the Essential Housing Advisory Committee and the Committee's related initiatives.

Nassau County has an engaged and diverse citizen base. Further, the County only contains three municipalities which account for less than 3% of the total area of the County. As such, the County's Planning Department provides both county and municipal scale planning services.

Nassau County highly values civic engagement and expanding the civic capacities of the citizenry. The Planning Department, and specifically the Planning Director, plays a significant role in facilitating effective civic engagement activities. The County's planning staff are extremely visible within the community and serve as lead professional staff in response to high-profile development proposals, planning initiatives, and formulation of public policy as it relates to applicable subject areas.

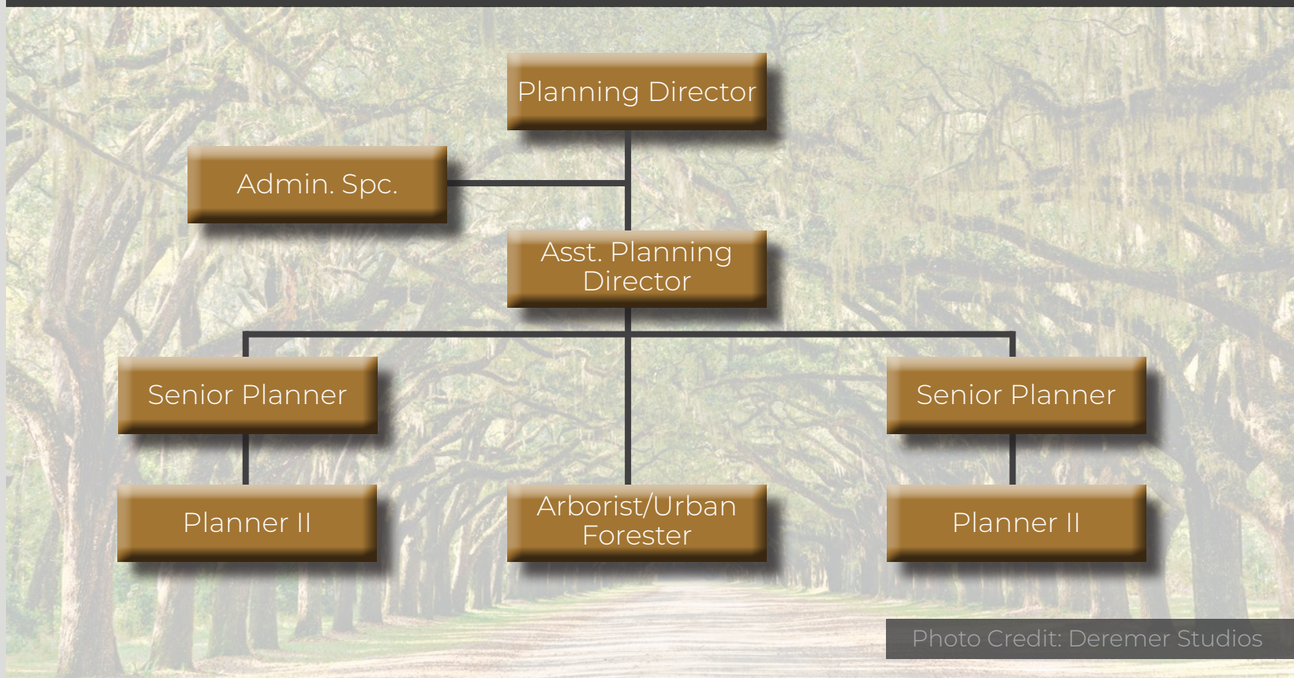
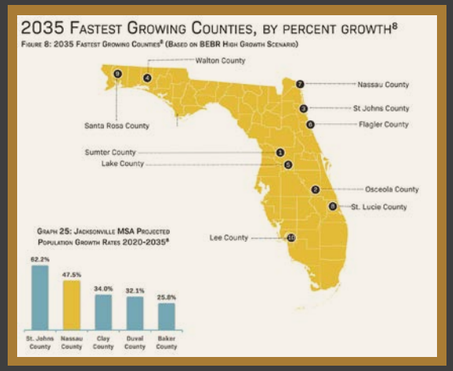



Photo Credit: Deremer Studios

# CHALLENGES & OPPS.

Photo Credit: Florida's Port Council

Photo Credit: Raydient Places + Properties



Growth, Talent, and the Jax Metro Area:
The greatest challenge facing Nassau County is also the County's greatest opportunity - growth. As stated previously, with a county-wide population of 93,012 and a regional population of over 1.6 million, the Florida Bureau of Economic and Business Research (BEBR) estimates that Nassau County grew by 4.21% last year (2020-2021) ranking as the 4th fastest-growing county, by percent growth, in Florida. Over the next fifteen years (2020-2035), BEBR predicts Nassau County will be the seventh fastest-growing county in the State of Florida with a projected population expansion of 47.5% resulting in over 137,200 people calling Nassau County home.

In addition, according to Lightcast's 2022 Talent Attraction Scorecard, Nassau County ranked #1 in the Nation for Net Migration and Talent Attraction for counties with a population of less than 100,000 persons. Nassau County has worked diligently with local and regional partners as part of the Jacksonville Metro Area to position the County to be an economic powerhouse of the future. Leading the nation in talent attraction is a key indicator of the community's potential. The Planning Director plays a critical role in improving Nassau's competitiveness on a national and global scale.

Culture of Excellence and Support of Planning:
Over the past five years, Nassau County has been recognized in the Northeast Florida Region and across the State of Florida as a leader in public sector planning. Nassau County offers an energetic, high-capacity, proactive, forward-leaning urban planner the opportunity to engage in meaningful work. The culture of excellence is facilitated through strong support from the community, elected officials, and the County's executive management team. To illustrate, of the eight staff members in the County Manager's office, the County Manager and the Economic Resources Coordinator are AICP planners and the Deputy County Manager is a design engineer [Professional Engineer] with over 20 years of private sector design experience.

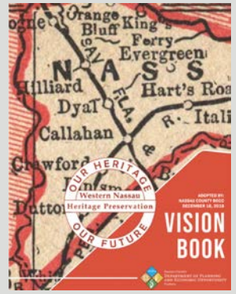
Implementation of Award Winning Plans:
Since 2018, Nassau County has executed a number of forward-leaning planning initiatives. The next Planning Director will have the opportunity to implement several award winning master plans including a 24,000 acre post Florida Community Planning Act (2011) Sector Plan/Stewardship District - one of less than a half-dozen in the State of Florida. On the next page is a sampling of the exciting projects that have entered the implementation phase of the initiatives:

- ◊ Conservation Land Acquisition and Management (CLAM) Program
- ◊ Parks, Recreation, & Open Space Master Plan (PROSMP)
- ◊ Timber to Tides Initiative (SR200/A1A Corridor Master Plan)
- ◊ County-wide Mobility Plan
- ◊ American Beach Community Master Plan
- ◊ East Nassau Community Planning Area Sector Plan and Stewardship District
- ◊ William Burgess District Context and Connectivity Blueprint
- ◊ Western Nassau Heritage Preservation Project and Community Vision Plan
- ◊ The Prosper Nassau Initiative and the Nassau Prosperity Alliance
- ◊ Thomas Creek Drainage Basin Resiliency Initiative

New Planning Initiatives:
The next Planning Director in Nassau County will be excited to learn of the planning initiatives in the queue. While some lesser planners may shy away from the workload, the right professional planner will embrace the opportunity and be thrilled to know meaningful planning assignments have been identified and directed by the Board of County Commissioners for execution over the next five years. These initiatives will shape the community on a generational scale. To name a few:

- ◊ Visioning + Comprehensive Plan:
  - As part of celebrating the County's bicentennial (December 1824 - 2024), execute a new County-wide visioning exercise with a planning horizon of 2050.
  - Subsequent to adoption of the Vision 2050 plan, rewrite/amend the County's Comprehensive Plan to reflect the 2050 planning horizon and update applicable regulatory documents.
- ◊ Corridor Plans:
  - US Hwy 17 Corridor from Duval County to Georgia
  - US Hwy 301 and US Hwy 1 From Duval County to Georgia
- ◊ Area Plans:
  - Crawford, FL and Crawford Diamond Industrial Park
  - US Hwy 17/I95 Interchange
  - US Hwy 90/ICI Villages Industrial Park

WILDLIGHT
FLORIDA LOWCOUNTRY LIVING




PROSPER NASSAU
Equitable, Resilient, Generational
Nassau County, FL Board of Commissioners

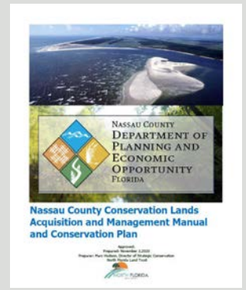


Photo Credit: Deremer Studios

# POSITION & IDEAL CANDIDATE

Nassau County, Florida is seeking a ***driven***, forward-thinking consensus builder with a collaborative spirit, positive persona, and a passion for building communities to serve as the Board of County Commissioners' next Planning Director.

The ideal candidate will be a ***charismatic*** team builder with a proactive management style who is flexible and adaptable to change, commits to delivering exceptional work product, and excels in building consensus across a broad spectrum of community actors to deliver sophisticated, high-profile projects while at the same time possessing the attention to detail necessary to execute the day-to-day activities of a modern planning office.

The candidate will be a ***dynamic***, energetic, and creative professional with a proven track record in community planning and a personality that can 'control the room'.

The candidate will be a hands-on, ***working manager***, with the technical knowledge to personally execute highly complex assignments, assist in public policy formation, and provide guidance to staff planners and consultants.

The candidate will recognize and enthusiastically embrace the challenge and opportunity to be part of a dynamic team of professionals that will assist a rapidly transitioning coastal community to actively craft public policy that is generational in nature while simultaneously building programs and systems to meet the day-to-day needs of the citizenry.

*Photo Credit: Deremer Studios

POSITION & IDEAL CANDIDATE

Above all else, the ideal candidate will care about the future of Nassau County - be ***personally invested*** in the community, be willing to dedicate the time and effort necessary to be effective, and have the fortitude to see the community through an evolutionary period.

Ultimately, Nassau is what we, as a collective community, make it. How the community navigates this exceptional evolutionary moment will dramatically impact generations to come. It is crucial the Director promote a collaborative, ***people-centric***, and community-based approach to governance that places quality-of-life, fiscal and economic resiliency, and generational sustainability at the apex of decision making.

## EDUCATION & EXPERIENCE

Requires a Master's Degree in Urban and Regional Planning, City Planning, Urban Planning, Public Administration or related field supplemented by six (6) to ten (10) years in urban/municipal planning, some of which has been in a supervisory capacity, or an equivalent combination of education, training and experience that provides the required knowledge, skills and abilities. Local government experience in the State of Florida is preferred. Must obtain AICP Certification within one (1) year of hire date. Must possess a valid State Driver's License.

Preference may be given to candidates with:

- Experience working as a professional planner in Florida
- A portfolio of successfully executed planning initiatives, programs, and urban design projects
- A portfolio of successfully implemented projects/initiatives
- A technical proficiency, e.g. urban design, landscape architecture, area/corridor planning, etc.
- Added credentials such as Professional Landscape Architect (PLA), Certified Urban Designer (CUD), Congress of New Urbanism Accredited (CNU-A), or similar
- Experience implementing a hybrid form-based code
- Functional capacity to productively utilize the Adobe Creative Cloud suite of products

Photo Credit: Deremer Studios

# COMPENSATION & BENEFITS

The salary range for this position is $89,341.79 - $135,944.56. While the starting salary is dependent on qualifications and experience, it is anticipated not to exceed $125,000. The County provides a comprehensive benefits program and participates in the Florida Retirement System (FRS). Voluntary supplemental 457 deferred compensation retirement is also available. For additional benefits information, visit: https://www.nassaucountyfl.com/243/Employee-Benefits.

**This position, Planning Director, is a Senior Management Service Class designated position with the Florida Retirement System.**

**For those candidates that previously explored employment with Nassau County, on 10/1/21 the BOCC increased the County's contribution to include 50% of the cost of dependent health insurance coverage.**

# APPLICATION PROCESS

Please apply online at: www.nassaucountyfl.com

For more information on this position contact:
**Ashley D. Metz, Human Resources Director**
ametz@nassaucountyfl.com
(904) 530-6075

*Nassau County is an Equal Opportunity Employer and values diversity in its workforce. Applicants selected as finalists for this position will be subject to a comprehensive background check. The selected candidate must secure a valid Florida State Driver's License within a reasonable period of time following appointment. Pursuant to the Florida Public Records Act, all applications are subject to public disclosure upon receipt of a public records request; however, public record requests regarding candidates are not expected for this position during the recruitment process.*

*Nassau County is a Drug Free Workplace; Nassau County values the service veterans and their family members have given to our country and the County supports the hiring of returning service members, military spouses, and their family members as such, this position is eligible for Veterans' Preference in accordance with applicable laws.*

# RESOURCES

Nassau County
nassaucountyfl.com

The County Insider Blog
thecountyinsider.com

facebook.com/nassaucountyfl

twitter.com/FlNassau

https://bit.ly/YouTubeNassauFL

https://www.ameliaisland.com/

Photo Credit: Deremer Studios