

SNOHOMISH COUNTY JOB DESCRIPTION

DEMOGRAPHER, PRINCIPAL

Spec No. 3198

BASIC FUNCTION

To act as project manager on demographic and specialized technical planning functions. To provide leadership, experience, project and program management and technical expertise in various specialized demographic and growth projecting fields.

STATEMENT OF ESSENTIAL JOB DUTIES

1. Establish quality standards for the demographic projects of the department; review work related to project and data analysis, as needed, and ensure that it is correct and technically sound; identify areas of concern and resolve them.
2. Provide technical assistance and training to the team or department when needed.
3. Serve as project manager for projects as assigned.
4. Perform demographic duties including, but not limited to, the following:
 - land capacity analysis
 - development/review of growth management sub county forecast/allocations,
 - monitoring of growth trends and land consumption
 - development of GIS applications for analysis of development trends and land related information
 - preparation of demographic and other socioeconomic data, graphics and reports for comprehensive plans, and in response to special requests,
 - survey research design and statistical analysis assistance,
 - act as US Census Bureau liaison, analyze and disseminate US Census data, and
 - provide research, technical policy development assistance for a variety of planning projects and programs.
5. Provide demographic support for countywide inter-jurisdictional planning efforts; participate on, and provide technical support to, regional and technical committees as assigned; acts as demographic liaison to state, other county, city or community agencies.
6. Schedules and performs lead staff role in public meetings, hearing, and council sessions for the demographic and specialized technical planning; prepare staff reports and recommendations for Planning Commission, County council, and Snohomish County Tomorrow; develop oral and written presentations including findings and reports on comprehensive plans and countywide planning policy amendments.
7. Formulate, prepare and circulate environmental documents, including impact statements for proposed plans or policies; review and comment on environmental assessments, threshold determinations and statements prepared by other departments, agencies and jurisdictions.

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STATEMENT OF ESSENTIAL JOB DUTIES (Continued)

8. Install and develop new software applications relating to demographic and data analysis; provide training on the application of new software as appropriate.
9. Attend professional seminars, training and meetings as required.

STATEMENT OF OTHER JOB DUTIES

10. Perform related duties as required.

MINIMUM QUALIFICATIONS

Bachelor's degree in planning, social science or related field and a minimum of three (3) years experience in the analysis of demographic and land related information in support of land use planning; OR, any equivalent combination of training and/or experience that provides the required knowledge and abilities. Experience in the use of computer spreadsheets, statistical analysis packages, census data, survey techniques and forecasting models is required. A Master's degree is desirable. Must pass job related tests.

Snohomish County is an Equal Employment Opportunity (EEO) employer.
Accommodations for individuals with disabilities are provided upon request.

[EEO policy and ADA notice](#)

Class Established: January 1998
EEO Category: 2 - Professionals
Pay Grade: 243 - Classified Pay Plan
Workers Comp: 5306 Non-Hazardous