



*Town of Spencer*  
Office of the Board of Selectmen  
&  
Town Administrator

Board of Selectmen:  
*Jared J. B. Grigg*  
*Ralph E. Hicks*  
*John J. Howard*  
*Anthony D. Pepe*  
*Gary E. Woodbury*

Town Administrator:  
*Jeffrey K. Bridges*  
[jbridges@spencerma.gov](mailto:jbridges@spencerma.gov)

**Town Planner / Conservation Agent:** The Town of Spencer seeks candidates for the position of Town Planner/Conservation Agent. This position reports to the Town Administrator and is responsible for planning, directing, managing, and overseeing the Town's planning and conservation activities, including direct staffing and support of the Planning Board, Zoning Board of Appeals, and Conservation Commission.

Responsible for providing professional and technical support in the evaluation of land use, demographic, economic and other data relating to the built and natural environment, as well as application review for the Conservation, Planning, and Zoning Boards.

Successful candidates will have at minimum a bachelor's degree in planning or a related field; experience in environmental science or wetlands; and from one to two years of experience in local government; or an equivalent combination of education and experience. This is a full-time 4-day per week position, with night meetings. Salary range of \$29.40 to \$36.49 per hour, DOQ, with comprehensive benefits. Open until filled.

Visit [spencerma.gov](http://spencerma.gov) for a job description and application. Submit application and resume to Town Administrator, Town of Spencer, 157 Main St., Spencer, MA 01562, or email [jbridges@spencerma.gov](mailto:jbridges@spencerma.gov)  
AA/EOE