

INTERMEDIATE PLANNER – LEVEL II

Position ID: J1014-0735

Job Title: INTERMEDIATE PLANNER – LEVEL II

Job Type: Full Time

Department: Planning

Number of Positions: 1

Closing Date: November 14, 2014

Min Salary: \$66,289.00/Year

Max Salary: \$82,861.00/Year

The City of Airdrie fosters a culture of accountability and values open dialogue, innovation and entrepreneurial spirit, collaborative relationships, learning, ownership, and encouraging the heart. We are searching for another team member who will help us get to the next level.

Business Unit Information:

The City of Airdrie is a fast-growing community with a population of 50,000 people, located 20 minutes north of Calgary. The Planner II position would appeal to an intermediate-level planner who enjoys working in a varied and fast-paced environment. The Planning Department is seeking an energetic and innovative team member with a demonstrated commitment to customer service. Reporting to the Team Leader of Planning and Development, the planner will work closely with the planning team on a wide variety of municipal planning tasks including: processing statutory plan amendments, policy research, community engagement initiatives, reviewing and processing complex development applications and plan development. This position is distinguished from a Planner I position in that the incumbent is expected to have direct planning experience; specific expertise; and an ability to effectively lead more complex planning projects.

Primary Accountabilities Include:

Provide professional planning advice through the development review process. Write and/or review reports or plans relating to statutory plans, LUB amendments or policy document and development permits. Assist in the processing of Subdivision Approvals.

Manage special projects of moderate levels of complexity including amendments to land use bylaws (LUB), area structure plans and assist in the creation of planning policies and development guidelines.

Undertake research on topical planning issues including data collection, data analysis, issue identification, and policy opportunities assessment.

Respond to inquiries concerning land use issues from the public, government agencies and internal departments.

Facilitate community and stakeholder input by organizing and administering public engagement processes.

Education/Experience Requirements:

An undergraduate degree in urban planning, regional planning, geography, architecture or a related discipline.

Minimum of four years' experience in a planning consulting, development or municipal environment. An equivalent combination of post-secondary education and direct work experience may be considered.

Broad understanding of municipal land use planning processes with an emphasis on development planning and approvals, and compliance procedures.

Membership in the Canadian Institute of Planners is preferred.

Skills and Attributes:

Ability to establish and sustain effective working relationships with superiors, subordinates, members of Council, and internal and external stakeholders including businesses, community groups, contractors, suppliers, government, and the public.

Effective interpersonal, analytical and organizational skills.

In depth knowledge of Alberta planning legislation including the Municipal Government Act.

Demonstrated knowledge of planning principles, land use concepts, local government and development issues.

A great sense of humour, good project management skills and some political savvy are considered assets.

Additional Information:

A comprehensive benefit and pension package is included.

Consideration may be given to candidates with less experience for a Planner I position.

Application Process:

Candidates are invited to apply online at www.airdrie.ca