

Position Vacancy: Policy Planner (Planner 1)

Great City, Great Work, Great Future!

DEPARTMENT:	Development Services	STATUS:	Temporary Full Time (1 year with a possibility of extension)
NO. OF POSITIONS:	One	UNION:	CUPE, Local 387
HOURS OF WORK:	35 hours per week*	SALARY:	\$ 75,551 - \$ 89,248 annually (2017 rates)

Situated in the center of Metro Vancouver, we deliver a broad spectrum of urban services to a city of 60,000. New Westminister has retained its charm, heritage, and sense of community while serving as a regional town center with unique development and transportation challenges. The City enjoys a reputation for innovation, civic leadership and excellent employee relations.

We are seeking a Policy Planner 1 who will assist in the implementation of the City's new Official Community Plan and prepare neighbourhood plans, design guidelines, and subject-specific policies. Specific duties include: defining complex policy projects; collecting and analyzing qualitative and quantitative data; designing and facilitating community consultation; and retaining and supervising consultants. You may also assist in the review OCP amendment, rezoning, temporary use permit, development permit and development variance permit applications; liaise with applicants, professionals and the public; make presentations to community groups, city advisory committees and Council; and administer regulatory bylaws.

Requirements include:

- University graduation in Planning or a related discipline plus at least three years of relevant professional experience, or an equivalent combination of training and experience. A Master's Degree in Planning would be an asset.
- Membership in the Planning Institute of BC and/or the Canadian Institute of Planners.
- Knowledge of best practices in growth management and land use regulations suitable for complex urban areas.
- Demonstrated skill in policy analysis and development.
- Experience in development of housing policy, finance policy (e.g. DCCs, amenity contributions), economic policy, heritage planning, or transportation planning would be an asset.
- Knowledge of the municipal development review process.
- Effective facilitation, negotiation and conflict resolution skills.
- Experience in designing community consultation events and activities.
- Ability to communicate clearly verbally, visually, and in writing to different audiences.
- Familiarity with Creative Cloud Programs (e.g. InDesign, Illustrator), Simple Survey, and MetroQuest would be an asset.
- Ability to be creative and exercise sound judgment in a fast paced work environment while managing multiple tasks.
- Ability to establish and maintain effective working relationships with a variety of internal and external contacts on matters related to the work; and to employ contemporary service excellence principles.
- Valid BC driver's license.

**City Hall hours of operation are Monday, 8am to 7pm, and Tuesday to Friday, 8am to 5pm.*

Please note: the successful candidate will be scheduled on Mondays from 10:30am to 7pm on a rotational basis.

Apply by sending your resume quoting **competition #17-04, by February 10th, 2017** to the Human Resources Department, City of New Westminister, 511 Royal Avenue, New Westminister, BC, V3L 1H9, Fax: (604)527-4619 or e-mail to hr@newwestcity.ca.

We thank all applicants in advance; however, only those selected for an interview will be contacted.

The City of New Westminister is committed to employment equity.

We welcome diversity and encourage applications from all qualified individuals.