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## Senior Economic Development Planner (Planner 2)

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<b>DEPARTMENT:</b>	<b>Community Services</b>	<b>STATUS:</b>	<b>Regular Full Time</b>
<b>NO. OF POSITIONS:</b>	<b>One</b>	<b>UNION:</b>	<b>CUPE</b>
<b>HOURS OF WORK:</b>	<b>35 hours per week</b>	<b>SALARY:</b>	<b>\$54.44 to \$64.43 per hour (2024 rates) + comprehensive benefits package</b>

As a central hub in the Metro Vancouver area, the City of New Westminister delivers a broad spectrum of urban services to over 85,000 residents. New Westminister is rich in history with a viable and thriving economy and has a population representative of the diversity of the region. The City is staffed by talented and dedicated employees who work together to achieve its strategic vision. We have earned a proud reputation for civic leadership, service delivery, and outstanding employee relations.

The City has an exciting opportunity for a regular full-time Senior Economic Development Planner (Planner 2). We believe we have the responsibility to create the conditions that give people business opportunities and sustainable employment, and an environment that supports growth and innovation. If you are hired, you will be joining a small team who care deeply about the community they serve, thrive on variety, and enjoy the challenge that comes with emergent work. You will lead economic development-related policy projects and programs for the Economic Development division, and work closely with the division's Business Licensing team. You will help to ensure that New Westminister continues to support existing businesses and business partners, seeks opportunities to attract new investment, and encourages local employment and sustained economic development now and for the future.

### Your responsibilities will include:

- Providing leadership and encouraging creativity in advancing practices, policies, and regulations within a team environment.
- Formulating, modifying, and implementing economic planning concepts, practices, and regulations at all levels of complexity, including:
  - Undertaking qualitative and quantitative analysis of economic, property and demographic data and trends for use in projects and for making recommendations
  - Application of economic planning concepts to land-use, transportation and financial policy and planning projects.
  - Designing and facilitating community and interest group engagement to consultation to support economic development planning initiatives.
  - Liaising with other City departments and stakeholders
- Drafting reports and making presentations to community groups, City committees and Council
- Developing policy documents and programs to promote industrial and commercial business investment.
- Creating guides, web content and other related communication material
- Liaising with internal and external contacts on matters related to the Economic Development division's work, including serving as the City's representative to external agencies as required.
- Project management of economic development policy research, studies and initiatives.
- Support local business retention and growth through policy and programs.
- Continue efforts to grow and support small businesses through implementation of programs and services designed to champion the local small business economy.



- Help businesses navigate municipal policies, regulations and processes.
- In collaboration with partners: promote new business and/or industrial opportunities, assist with identifying, expanding and relocating business in New Westminster including acting as a liaison between businesses and City departments and other government agencies, and develop and monitor strategies to attract investment in New Westminster.
- Provide direction and guidance to the work of professional consultants engaged by the City.
- Ensuring all policy and projects are consistent with Council's strategic priorities and the City's overall objectives, including those related to economic development, housing, community planning, climate action, equity, and reconciliation.

**If you have many of these attributes, we would like to hear from you:**

- A Master's Degree in Planning or a related discipline, with considerable professional experience in policy planning, or an equivalent combination of training and experience.
- Membership or eligibility for membership in the Planning Institute of British Columbia or the Canadian Institute of Planners.
- Ability to lead multi-disciplinary project teams, including work planning, budgeting, and assigning work.
- Thorough knowledge of the principles, practices, techniques, methods, procedures, and legislation applicable to economic development and municipal planning.
- Knowledge of economic development, development review process and land use issues specific to New Westminster would be an asset.
- Ability to express ideas effectively verbally, visually, and in writing to various audiences.
- Strong understanding of best practices and tools applicable to the creation of land use policy for complex urban areas, including considerations for growth, climate action, and equity.
- Interdisciplinary knowledge of fields related to economic development planning, such as housing, regional planning, urban design, social planning, and municipal law.
- Demonstrated ability to design and facilitate engaging community consultation events and activities and effectively represent the organization.
- Excellent interpersonal, communication, facilitation, collaboration, and conflict resolution skills.
- Political acumen as demonstrated by participating in Council or committee meetings.
- Strong organizational skills, proven ability to problem solve, and the ability to manage multiple tasks and deliver results.

**Apply online with your resume and cover letter in one document at [www.newwestcity.ca/employment](http://www.newwestcity.ca/employment) by August 26, 2025.**

Join a team of enthusiastic and innovative employees, and help us build a vibrant, compassionate, resilient city where everyone can thrive.

We offer our employees great work-life balance, competitive salaries, comprehensive health, benefit and retirement plans (a percentage in lieu of benefits for auxiliary positions), education and training opportunities and challenging and rewarding work.

*To support a workforce that reflects the diversity of our community; women, Indigenous Peoples, racialized individuals, persons of diverse sexual orientation, gender identity or expression (LGBTQ2S+), persons with disabilities, and others who may contribute to diversity of our workforce, are encouraged to express their interest.*

*New Westminster is on the unceded and unsundered land of the Halq'eméylem-speaking peoples. It is acknowledged by the City that colonialism has made invisible their histories and connections to the land.*

*We are learning and building relationships with the people whose lands we are on.*

*We thank all applicants for their interest and advise that only those selected for an interview will be contacted.*

*This position is only open to those legally entitled to work in Canada.*