

## Branch Manager, Planning and Environment Services Job Number: 39845

Reporting to the Deputy City Manager, Urban Form and Corporate Strategic Development, this position provides leadership, oversight and financial stewardship for the Planning and Environment Services Branch. This branch leads Edmonton's future growth and transformation by activating the City Plan and creating a positive foundation for integrated decision-making that is supported by a community of aligned interests. The branch's work sparks dialogue, aligns policy, and informs infrastructure needs to impact the urban environment on scales that span from the metropolitan region to individual sites. The corporate focus is on reimagining where the City will be one year, five years, and 50 years from now and continually monitoring and reporting on the progress towards the future state by measuring whether services are effective, efficient and relevant.

The Planning and Environment Services Branch encompasses approximately 130 professional strategic business planners and technical experts and is broken into the following areas:

- Policy Development: Develop land use, transportation, and urban design policy to guide public and private city building outcomes
- Urban Analysis: Data-driven decision support (acquire, monitor, evaluate, manage) to support and inform policy delivery and civic infrastructure investments
- Urban Growth and Open Space Strategy: Develop city-wide growth management strategy to support long range infrastructure prioritization and investment decisions. Steward open space & natural systems through policy development, land acquisition, and land development review
- City Environmental Strategies: Strives to ensure Edmonton's environment sustains quality of life for our present and future citizens. Through partnership and advocacy, this area is responsible for addressing emerging environmental issues, developing strategies, policies and programs and providing oversight of corporate environmental performance

The Branch Manager, Planning and Environment Services will:

- Lead with accountability, courage and inclusiveness
- Focus on the team by building a respectful workplace culture through a values-based influencer approach and working collaboratively
- Provide leadership, development and coaching, performance evaluation and feedback, health and wellness, safety, staff recruitment and succession planning
- Collaborate closely with several key stakeholders including: Council, Executive Leadership Team, Department Leadership Teams, developers/builders and business partners to provide strategic advice, implementation of key strategies including the City Plan and any related environmental sustainability policies
- Monitor, evaluate, manage and interpret data to support policy maintenance and development, and inform civic infrastructure investments
- Support public policy maintenance and development through the review and creation of policies to guide public and private sector activities at the region and city-wide scale to the site scale
- Support private sector land development through review of land development applications to change land use and built form in Edmonton's communities
- Contribute policy and subject matter expertise to the review of new neighbourhood plans, plan amendments, rezoning applications, subdivision applications and engineering drawings review
- Provide senior level guidance and advice to the corporation on issues impacting city planning and environmental sustainability
- Oversee the development of strategic communication strategies to stakeholders and partners to foster a strong understanding of city planning and environmental sustainability matters

### Qualifications:

- Bachelor's Degree in Engineering, Business, Planning or a related field
- Masters Degree would be considered an asset
- A minimum of Fifteen (15) years of progressively responsible experience providing strategic leadership in large diverse organizations in both private and public sectors including experience in strategy development in a large organization
- Proven skills in leading and motivating teams with a track record of building healthy and positive workplace environments that enable staff to reach their potential while strengthening organizational capacity
- Strategically agile leader able to anticipate business opportunities and influence enterprise-wide policy planning and initiatives
- Advanced skills, knowledge and understanding of business, government, strategic thinking, systems thinking, financial management, change management, organizational development, and project management
- Sound understanding of monitoring, reporting and evaluation techniques, with the ability to extrapolate relevant patterns and knowledge from complex data sets, an understanding of how to design services with a systems approach to enhance the client experience, and optimize the use of metrics and data to inform decision-making
- Results-driven focus with an understanding of government processes and experience in strategy development, accountability frameworks, and performance management systems
- Strong political acumen and awareness of the reputation of the City, departments, and the branch when communicating with internal and external stakeholders
- Ability to build new and innovative collaborative partnerships with external agencies, orders of government, community organizations, and internal Departments and Branches
- Demonstrate the foundational competencies, key behaviours and attributes of the City's six leadership competencies: Courage, Inclusivity, Values-Based Influencer, Collaborative Networker, Systems Thinker and Creative Innovator
- Embraces the Cultural Commitments of Safe; Helpful; Accountable; Integrated; and Excellent, and fosters an environment which encourages others to do the same

***We are an equal opportunity employer.***

***We welcome diversity and encourage applications from all qualified individuals.***

*1 Permanent, Full-time position*

**Hours of Work:** 36.9 hours per week, Monday - Friday

**Salary:** \$173,666 - \$217,080 (Annually)

**Talent Acquisition Consultant:** JM/JB

**Classification Title:** BM - Architecture and Science

**Posting Date:** Dec 1, 2020

**Closing Date:** Dec 20, 2020 11:59:00 PM (MST)

**Number of Openings (up to):** 1 - Permanent Full-time

**Union:** Management

**Department:** City Planning

**Work Location(s):** 8th Floor Edmonton Tower, 10111 104 Avenue Edmonton T5J 0J4