



Supervisor Planning & Development (Salary: \$99,617 - \$117,050 / Year)

Are you a proven collaborative leader eager to guide a high-level professional group to develop and implement planning strategies, statutory documents and municipal policy in a growing municipality? Are you looking for opportunity to grow professionally while supported with paid training opportunities, a competitive salary, benefits after 30 days, 32 paid days off in first year + general holidays, pension plan, paid sick time and more?

Rocky View County is looking for you to demonstrate and draw on expertise acquired from extensive, varied and progressively more responsible planning and leadership experience. This position will have you presenting to Council, Boards, Committees, Public groups and organizations as an integral component of the scope of duties. The Supervisor will act as a resource person and mentor our amazing team. The Supervisor works in conjunction with the Manager to develop short and long term strategies for the section.

This is a key leadership role for our Planning and Development section within the Planning department that requires the individual to. The Supervisor provides leadership, coordination, and collaboration among the appropriate stake holders in managing planning and development applications, developing planning strategies, statutory documents, and municipal policy.

You will need to nurture and maintain working relationships dealing with inter-municipal planning while advancing the interests of Rocky View County.

Core Accountabilities:

- prepare for and attend regular meetings of Council, Appeal Boards, and committees as required
- monitor process deadlines for all applications, review reports, bylaw amendments, development permit conditions, etc.
- oversee Development Permit applications are prepared to accurately reflect the Appeal Hearings
- participate in the development, implementation and evaluation of objectives, policies and procedures.
- liaise with members of intradepartmental committees involved in joint projects and initiatives
- Perform, manage, and prepare reports for complex and sensitive professional planning projects, research and analysis
- act as a technical resource to provide support to employees and the public
- assist and/or develop budget forecast; monitoring and expenditures in conjunction with Manager
- oversee Development Officers, Development Assistants, and Planners to provide leadership to the team and maintaining best practices for the group

Position Requirements:

A combination of a Bachelor's Degree in related field along with a minimum of ten (10) years related work experience and continuous learning to competently perform this job.

- Demonstrate leadership skills, team building, conflict resolution, business/technical writing skills, coaching and mentoring abilities in addition to time management, organizational, problem solving and decision making ability.
- Well-developed communication and interpretation skills, with the ability to work independently and collaboratively in a multi-disciplinary team.
- Provide regular technical guidance, coaching and mentoring to employees carry out discipline when appropriate; and, checking results.
- Understand and apply Provincial and Municipal planning policies, legislation, processes, procedures, and Statutory Planning documents.
- Interpret and apply relevant Municipal/Provincial policy to the processing of applications and the development and preparation of planning documents.

Candidates not meeting all qualifications or cut off, may consider postings expected for Planners in 2022.

Interested applicants are invited to apply direct to <https://www.rockyview.ca/careers>.
Applications are due by 10 pm MST on the closing date.