

## Community Planner

### Fort St. John and/or Dawson Creek, BC

#### About the Opportunity

Our growing northeastern BC consulting practice is looking to add passionate and talented individuals with an interest in community planning to join our team of professionals working directly with urban, rural and Indigenous communities, leadership, citizens and stakeholders.

The Urban Systems planning team provides professional planning services to our many clients who are dealing with the interconnections between governance, policy, finance, urban design, land use, mobility, infrastructure and the social determinants of community health. More and more of our clients are seeking innovative ideas and customized solutions based on an integrated perspective of these fields.

In this role, you will benefit from the support and mentorship of industry professionals both locally and across our company. We are excited to work with someone who is capable and collaborative, and who will proactively support our local team with purpose, enthusiasm, and a desire to help build vibrant communities.

As a member of our planning practice, you can expect to be involved in:

- Working on a broad range of planning projects including policy and bylaw development, growth and development studies, community planning and design, strategic planning, and social planning
- Statistical analysis, and technical analysis
- Interpreting legislation, regulations, and policies
- Collaborating with our teams to develop and implement engagement and communications strategies and materials
- Researching and preparing planning documents, proposals, surveys, grant applications, reports, and presentations
- Attending meetings and liaising with clients, citizens, and stakeholders

#### About You

The preferred applicant will be a recent graduate of a relevant degree or master's program from a post-secondary program. Registration, or eligibility for registration as a professional planner with PIBC is an asset. In addition, the following qualities would be considered a benefit to this role:

- A consulting mindset with a passion for serving urban, rural, and Indigenous communities in northern BC
- A self-starter who is opportunity-seeking and who thrives in a self-directed work environment

- An ability to develop and nurture positive relationships with people from varied backgrounds, including team members, clients, and industry partners
- Excellent communication skills with proficiency in writing, verbal, and visual communications, and delivering presentations and facilitating workshops and meetings, both in person and virtually
- A willingness and desire to work with interdisciplinary teams for a variety of clients
- Strong organizational capabilities, demonstrating project management skills and the ability to work simultaneously on multiple projects with competing deadlines
- An aptitude for research and the ability to translate information efficiently and quickly into materials for various audiences

As this position requires travel, a valid Class 5 Drivers License is required.

## About Us

At Urban Systems:

- We are community consultants, brought together by our shared values and a deep commitment to building vibrant communities
- We're local, connected, and invested in our communities
- We're built on relationships
- Curiosity and the pursuit of vibrancy inspires us
- We care, and it is reflected in the work we do and in our culture

## About Northeastern BC (Fort St. John and Dawson Creek)

Northeastern BC has a young, energetic and growing population. This is an opportunity to live and play in the north while joining a tight-knit team of professionals working on unique assignments creating resilient and vibrant communities.

Our [Fort St. John](#) office, established for over 25 years, has a team of 23 people who support local government and Indigenous communities across the Peace region. We are a welcoming, inclusive, and community-oriented group of people that frequently come together to participate and help out in the community at a variety of events. We recently opened a new office in [Dawson Creek](#) in late 2020. If the idea of being a part of building a new team is intriguing to you, then Dawson Creek may be a great place for you.

At this time, we are looking for enthusiastic teammates to join us and make either Fort St. John or Dawson Creek home.

## Our Commitment to You

We make significant investments in our people, which is why we take great care to hire those who we believe will thrive in Urban Systems over the long term. Here's what you can expect as a team member:

- **Paid Time Off.** We encourage all team members to take time off to recharge and spend time with loved ones. Enjoy 3 weeks of paid vacation to start, in addition to statutory days off throughout the year.
- **Learn and Grow.** Your professional growth and development is supported here. You are encouraged to take initiative and shape your career through coaching, in-house learning, technical courses and more.
- **Work with Interdisciplinary Teams.** Amazing things happen when you mix creativity, curiosity, teamwork and a strong desire to collaborate and innovate. You will be part of diverse, interdisciplinary teams to deliver important work for our clients and their communities.
- **Flexible Hours & Work Environment.** You have a life outside of work. We offer flexibility in your work schedule and work environment to help you do your best work and meet your commitments.
- **Fun Workplace.** We like to work hard and accomplish great things, and it's even better when we can have fun while doing so!
- **Competitive Compensation.** Your skills and contributions are valued. You'll receive competitive compensation, extended health, dental, vision care coverage and more.
- **Saving for the Future.** To help you achieve your long-term retirement goals, we offer a Long-Term Matching Program that matches your RRSP or TFSA contributions.
- **Support through Transitions.** You will be supported through life's moments and transitions, big or small, including generous top-up for parental leave.
- **Create Lasting Community Impact.** 98% of Urban Systems employees believe that the work we do is important. Join us and work together to bring impactful community projects to life.

## How to Apply

If this describes your background, skills and attributes please visit our [website](#) for more information and submit your resume and cover letter. If it doesn't describe you exactly but you feel you are well suited to this opportunity, we encourage you to apply.

**Deadline for applications:** Friday, March 25<sup>th</sup> 2022 at 9:00 am PST

Urban Systems is an equal opportunity employer and we strive to create an inclusive environment for all employees. Our clients come from all walks of life and so do you. We believe that diversity, unity and a sense of belonging lead to building vibrant communities.