



Make working for
The City work for you.



Senior Planner

If you are committed to public service, enjoy collaborating with others, share our values and have a desire to learn and grow, join [The City of Calgary](#). City employees deliver the services, run the programs and operate the facilities which make a difference in our community. We support work-life balance, promote physical and psychological safety, and offer competitive wages, pensions, and [benefits](#). Together we make Calgary a great place to make a living, a great place to make a life.

The City is committed to fostering a respectful, inclusive and equitable workplace which is representative of the community we serve. We welcome those who have demonstrated a commitment to upholding the values of equity, diversity, inclusion and anti-racism. Applications are encouraged from members of groups that are historically disadvantaged and underrepresented. Accommodations are available during the hiring process, upon request.

As a Senior Planner, you will play a key role in managing complex planning policy projects and major land use, subdivision, outline plan and development permit applications. The position offers professional growth opportunities for individuals demonstrating strong, inclusive leadership and teamwork abilities, in addition to their proven analytical and policy-formulating skills. Primary duties include:

- Develop project plans, set priorities, coordinate teams, assign work to team members, provide progress reports and make recommendations on project delivery to management.
- Conduct research and technical analysis, review land use amendments, subdivision and development permit applications and outline plans, and formulate recommendations.
- Prepare planning policies and technical reports, and present recommendations to the appropriate approving authorities.
- Provide professional planning advice and explain planning policies and decisions to various internal and external customers and stakeholders.
- Coach, guide and train staff on project structures, processes, methods and technical content as well as mentor on overall professional planning development.
- Coordinate the implementation of approved planning policies by communicating changes to internal and external stakeholders.

Qualifications

- A degree that is accredited by the Canadian planning profession via the Professional Standards Board or a related discipline, and at least 6 years of progressively more responsible and varied planning experience.
- Eligibility for membership with the Canadian Institute of Planners (CIP) is required.
- Working knowledge of planning legislation and experience involving a broad range of projects within a major urban municipality.
- Effective relationship building skills with the ability to support, engage and motivate staff.
- Strong written and verbal communication skills addressing a wide range of audiences, such as City Council, committees, citizens, and city-building partners.
- Ability to effectively collaborate, negotiate and problem-solve in a professional manner.
- Demonstrate effective analytical and decision-making skills.
- Ability to work in a fast-paced, customer-focused, team-oriented, politically sensitive environment, while adhering to tight timelines and adapting to changing work priorities.

Pre-employment Requirements

- Successful applicants must provide proof of qualifications.

Union: Exempt
Position Type: 1 Permanent & 3 Temporary (up to 18 months)
Compensation: Level E \$79,059 – 119,373 per annum
Hours of work: Standard 35 hour work week
Audience: Internal/External

Business Unit: Community Planning
Location: 800 Macleod Trail SE
Days of Work: This position works a 5 day work week earning 1 day off in a 3 week cycle.
Apply By: January 27, 2023
Job ID #: 306867

Apply online at www.calgary.ca/careers