



Make working for  
The City work for you.



## Planner 2

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, anti-racism and reconciliation. Applications are encouraged from members of groups that are historically disadvantaged and underrepresented. Accommodations are available during the hiring process, upon request.

As a Planner 2, you are responsible for preparing planning policy, reviewing land use, outline plan, and development permit applications. You will also contribute to the two main lines of service for the Community Planning Business Unit; creating and recommending local area policy plans to achieve Municipal Development Plan goals and enabling development through planning applications approvals. Primary duties include:

- Review pre-application requests and provide advice and guidance to customers.
- Conduct research and analysis and present planning reports and planning policy documents.
- Negotiate with applicants and provide interpretation guidance to external parties on policy development initiatives and planning applications.
- Coordinate and obtain input from interdepartmental parties on policy development and planning applications.
- Ensure consistency between plans within communities, as well as neighboring communities.
- Recommend decisions to Calgary Planning Commission on outline plan/land use amendment applications, policy plans and policy plan amendments.

### Qualifications

- A degree in Planning that is recognized by the Canadian Institute of Planners (CIP) and at least 3 years of relevant planning experience; OR
- A degree in a planning related discipline, plus at least 4 years of relevant planning experience.
- Working knowledge of planning legislation and experience involving a broad range of projects in a major urban municipality.
- Membership with the Alberta Planners Institute (APPI) would be considered an asset.
- Business and political acumen with sound judgement skills.
- Strong communication skills with the ability to effectively negotiate and collaborate on quality outcomes.
- A strong passion for planning with a demonstrated ability to work in a customer-oriented and collaborative environment while adhering to tight timelines and changing priorities.

### Pre-employment Requirements

- Successful applicants must provide proof of qualifications.

Union: CUPE Local 38  
Position Type: 7 Permanent & 8 Temporary (up to 23 months)  
Compensation: Pay Grade 13 \$46.38 - 62.06 per hour  
Hours of work: Standard 35 hour work week  
Audience: Internal/External

Business Unit: Community Planning  
Location: 800 Macleod Trail S.E.  
Days of Work: This position works a 5 day work week, with 1 day off in a 3 week cycle.  
Apply By: April 11, 2024  
Job ID #: 309529

Apply online at [www.calgary.ca/careers](http://www.calgary.ca/careers)