



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](https://www.calgary.ca). 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 Senior Planner, you will play a key role in managing complex planning projects that support The City's regional and intermunicipal relations and initiatives. 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 senior management.
- Conduct research and technical analysis, review intermunicipal and regional evaluation framework plans and applications, and formulate recommendations.
- Prepare technical reports and present professional planning advice and recommendations to the appropriate approving authorities.
- Evaluate and make recommendations on key issues to the Intergovernmental Affairs Committee of Council.
- Collaborate and negotiate with neighboring municipalities on projects and actions arising from The Calgary Metropolitan Region Board and Calgary's Intermunicipal Committees.
- Coordinate the implementation of approved regional projects by communicating changes to various internal and external partners, including elected officials.
- Coordinate the support for elected officials and city representatives at The Calgary Metropolitan Region Board and Calgary's Intermunicipal Committees.
- Lead and coordinate Calgary Metropolitan Region Board challenges and Intermunicipal Appeals.
- Coach, guide and train staff on project structures, processes, methods, and technical content as well as mentor on overall professional planning development.

Qualifications

- A degree that is recognized by the Canadian Institute of Planners (CIP) 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 is required.
- Equivalent combinations of experience and education may be considered.
- Working knowledge of Alberta or Canadian planning legislation and experience involving a broad range of projects within a major urban municipality is an asset.
- Experience dealing with Intermunicipal or Regional Committees and Boards, is an asset.
- Success in this role requires:
 - Effective relationship building skills.
 - Effective communication skills, with a focus on customer service and collaboration.
 - Strategic and analytical thinker with the ability to negotiate and problem solve to facilitate conflict resolution.
 - Ability to support, engage and motivate staff.
 - Demonstrate and integrate City values to achieve individual and team objectives.

Pre-employment Requirements

- Successful applicants must provide proof of qualifications.

Union: Exempt
Position Type: 2 Permanent & 2 Temporary (up to 18 months)
Compensation: Level E \$83,059 – 125,413 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 with 1 day off in a 3 week cycle.
Apply By: June 26, 2024
Job ID #: 309928

Apply online at www.calgary.ca/careers