

## City of Beaumont Current Planner – Term Position (18 Months)

Come work with us! Employment with the City of Beaumont offers an opportunity to make a positive difference in the community! We are a forward thinking organization focused on continuous improvement, innovation, and exceptional customer service. We are Alberta's newest City and we are aspiring to redefine what a City can be. Our Beaumont team is collaborative, professional, and passionate about supporting the vision of a growing, vibrant, and spirited community.

Reporting directly to the Senior Planner, the Current Planner performs a broad range of subdivision, development and other related planning functions. The Current Planner is responsible for efficiently and effectively processing and considering land development related applications (development permits, subdivision applications, compliance certificates, development agreements) within the parameters of the Municipal Government Act and other relevant legislation, the Edmonton Metropolitan Region Growth Plan, Municipal Development Plan, Land Use Bylaw, Area Structure Plans, and other municipal plans, policies and guidelines. This position will monitor legislation and emerging current planning trends and make recommendations as appropriate.

Key areas of responsibility include:

- Ensure that subdivision applications and other related land development applications are evaluated utilizing sound planning principles including identifying opportunities, deficiencies and conflicts between the developer's proposal and statutory planning policies/department requirements and regulatory requirements
- Prepare planning referral circulations for current planning applications including subdivision applications, development permits and agreements, and endorsement applications. Conduct related site inspections as necessary
- Ensure Beaumont's planning policies and practices remain compliant by monitoring legislation and bylaws, and researching best practices and industry standards for impacts to Beaumont
- Provide options in the resolution of disagreements or assist in developing alternative plans or recommendations for projects and negotiate positive outcomes with developers, stakeholders, and colleagues
- Prepare and present to the Beaumont Urban Design Committee, Subdivision and Development Appeal Board, the Municipal Government Board, and Council as necessary
- Participate in the development of public engagement initiatives for City-led planning activities. Attend and facilitate open houses, public meetings, planning workshops, developer meetings and building meetings, and act as an engagement resource to the Planning & Development Department
- Act as a key contact and facilitator with internal stakeholders, land developers, consultants, stakeholders and the general public to provide complete and professional information in a timely manner

As the ideal candidate, you have the following:

- A Bachelor's degree in planning/urban design/geography/environment or another relevant professional field, complimented with 2 years' related planning experience preferably in a municipal setting (an equivalent combination of education and experience may be considered)
- Full or eligible for membership with Alberta Professional Planners Institute (APPI) and the Canadian Institute of Planners (CIP)
- An International Association of Public Participation (IAP2) certificate or equivalent is considered an asset
- Effective and expanding knowledge of the Municipal Government Act, Alberta Land Stewardship Act, statutory plans, land use bylaws and other relevant municipal plans, provincial policies and federal regulations
- Excellent customer service and teamwork skills, including the ability to establish and maintain effective working relationships with internal and external partners, stakeholders and the public



- Demonstrated ability to express ideas effectively in writing and orally, conduct research, provide recommendations, and negotiate and consult with stakeholders in order to provide tactful presentation of challenging issues for decision-making and implementation of solutions.
- High degree of competency in a wide range of software programs for planning and development purposes, including ArcGIS and Microsoft Office
- Flexible and works well under pressure with minimal supervision
- Valid Class 5 Driver's license

This term position offers a salary range of \$64,009 - \$83,518 (starting salary is negotiable within this range based on suitable experience and qualifications), a benefits package, and a 35-hour work week. If you think you are the one we are searching for, please submit your cover letter and resume, **indicating the Job ID number 21 -23 in the subject line**, to [careers@beaumont.ab.ca](mailto:careers@beaumont.ab.ca) by **May 12, 2021**.

We thank all applicants for their interest. Only those selected for an interview will be contacted.