

Planner – Term Position (24 Months)

The City of Beaumont is seeking a community builder to join our Planning and Development Team and be at the forefront of redefining what a City can be. Our team is highly collaborative, professional, fun, and passionate about supporting the vision of a growing, vibrant, and spirited community. Beaumont's location within the Edmonton Metropolitan Region just south of the City of Edmonton, provides a variety of rewarding challenges and the opportunity to apply forward-thinking concepts to advance Beaumont's vision.

Reporting to the Senior Development Planner, this term position performs a broad range of planning and development functions in long range planning and development services. The incumbent will assist Long Range Planning with long range planning initiatives, process land development applications, as well as redistricting applications. This position is also responsible for efficiently and effectively processing and considering 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.

Key areas of responsibility include:

- Lead and process, including circulations, reviews, and analysis, of all statutory and non-statutory plan applications and amendments, and redistricting applications,
- Make sound decisions and negotiate with applicants to meet the requirements set out in the *Municipal Government Act*, Beaumont's Land Use Bylaw, and other legislation, statutory plans, policies, and service standards,
- Ensure the timely review, analysis, circulation, approval and enforcement of development permit applications and compliance certificate requests. Conduct site inspections as necessary,
- Ensure the timely review, analysis, circulation and recommendation for subdivision applications and other related land development submissions (development agreements, endorsement). Conduct 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,
- Act as a key contact and facilitator with internal stakeholders, land developers, consultants, external stakeholders and the general public to provide complete and professional information in a timely manner, and
- Other duties as assigned to assist the operation of the department.

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,
- Broad understanding of planning principles and legislation,
- Ability to work in a diverse team environment and balance multiple priorities within defined timelines,
- Demonstrated ability to effectively negotiate with a range of stakeholders and the ability to adopt a customer/client-oriented approach,
- Excellent interpersonal and customer services-oriented skills, with the ability to build and maintain relationships, internally and externally,
- Demonstrated ability to make sound and valid decisions on the development proposals and permit processes,



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- Flexible and works well under pressure with minimal supervision, and
- Valid Class 5 Driver's license.

This term position offers a salary range of \$65,283-\$85,180 (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 email your cover letter and resume, indicating the Job ID number 23-11 in the subject line, to careers@beaumont.ab.ca by February 10, 2023.

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