



Make working for
The City work for you.



Planner 2 – Community Planning

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 assisting and preparing planning policies, and managing the review of land use and development applications. Your primary duties include:

- Undertake research and analysis to support the development of local area planning policies and plans.
- Participate in public engagement events regarding planning policy, development applications and guidelines.
- Review, evaluate, and make recommendations on a wide range of development applications.
- Coordinate input from interdepartmental stakeholders on policy development and planning applications.
- Prepare technical reports and present recommendations to the appropriate approving authorities.
- Collaborate, negotiate, and problem-solve effectively in a professional manner.
- Respond to enquiries, including interpreting and explaining planning policies and decisions for various internal and external customers.
- Assist in various projects and initiatives that implement the Municipal Development Plan (MDP) or other City policies and initiatives.
- Work in a fast-paced, customer-focused, team-oriented, multi-stakeholder environment.

Qualifications

- A planning degree that is accredited by the Canadian planning profession via the Professional Standards Board and at least 3 years of relevant planning experience; OR
- A degree in a planning related discipline and at least 4 years of relevant planning experience.
- Eligibility for membership with the Canadian Institute of Planners (CIP) is a requirement.
- Experience with planning legislation, with work experience applying that knowledge on a broad range of planning projects.
- Possess strong written and verbal communication skills in addressing a wide range of audiences, such as Calgary Planning Commission, City Council, committees, and citizens.
- Demonstrate sound judgement, effective analytical and decision-making skills.
- Success in this position requires professionalism, integrity, ethical behavior, and commitment to the [cultural values](#) of The City of Calgary.

Pre-employment Requirements

- Successful applicants must provide proof of qualifications.

Union: CUPE Local 38
Position Type: 11 Permanent & 7 Temporary (up to 18 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 SE
Days of Work: This position works a 5 day work week with 1 day off in a 3 week cycle.
Apply By: March 9, 2023
Job ID #: 307210

Apply online at www.calgary.ca/careers