



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](#). 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 management.
- Conduct research and technical analysis, review intermunicipal and regional evaluation framework plans and applications, and formulate recommendations.
- Prepare planning policies, agreements and technical reports, and present recommendations to the appropriate approving authorities.
- Collaborate and negotiate with neighboring municipalities on projects and actions arising from The Calgary Metropolitan Region Board and Calgary's Intermunicipal Committees.
- Coordinate the support for city representatives at The Calgary Metropolitan Region Board and Calgary's Intermunicipal Committees.
- Evaluate and make recommendations on key issues to the Intergovernmental Affairs Committee of Council.
- Lead and coordinate Calgary Metropolitan Region Board challenges and Intermunicipal Appeals.
- Provide professional planning advice and explain planning policies and decisions to various internal and external customers and partners.
- Coach, guide and train staff on project structures, processes, methods, and technical content as well as mentor on overall professional planning development.
- Coordinate the implementation of approved regional projects by communicating changes to internal and external partners.

Qualifications

- A degree that is accredited by the Canadian planning profession via the Professional Standards Board 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 (CIP) is required.
- 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.
- Effective relationship building skills with the ability to support, engage and motivate staff is a key to success in this position.
- The successful candidate will possess strong communication skills and the ability to effectively collaborate, negotiate and problem-solve in a professional manner.

Pre-employment Requirements

- Successful applicants must provide proof of qualifications.

Union: Exempt
Position Type: 1 Permanent
Compensation: Level E \$80,640 - 121,760 per annum
Hours of work: Standard 35 hour work week
Audience: Internal/External

Business Unit: City and Regional Planning
Location: 800 Macleod Trail SE
Days of Work: This position works a 5 day work week earning 1 day off in a 3 week cycle.
Apply By: August 15, 2023
Job ID #: 308024

Apply online at www.calgary.ca/careers