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**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 and anti-racism. Applications are encouraged from members of groups that are historically disadvantaged and underrepresented. Accommodations are available during the hiring process, upon request.

Community Planning is a Business Unit within the Planning & Development department whose mission is to plan and facilitate a **great** Calgary. Community Planning is focused on achieving the corporate goals of the Municipal Development Plan and Calgary Transportation Plan through policy development, application reviews and approvals. Our work is customer-focused and we pride ourselves on our interactions with our partners, stakeholders and the people who call Calgary home. We are aiming high and growing smart to make Calgary a place where people love to live, work and play.

We serve a diverse community, and are committed to mitigating bias in our processes and practices. Check us out at [Calgary.ca](#)!

As a Planner 2 you are charged with preparing planning policy, reviewing land use, outline plan, and development permit applications. Furthermore, you contribute to the two main lines of service for the Community Planning Business Unit; creating and recommending local area policy plans to achieve Municipal Development Plan goals, and enabling development through planning applications approvals. Primary duties include:

- Review pre-application requests and provide advice and guidance to customers.
- Conduct research and analysis and present planning reports and planning policy documents.
- Negotiate with applicants and provide interpretation guidance to external stakeholders on policy development initiatives and planning applications.
- Coordinate and obtain input from interdepartmental stakeholders on policy development and planning applications.
- Ensure consistency between plans within communities, as well as neighbouring communities.
- Recommend decisions to Calgary Planning Commission on outline plan/land use amendment applications, policy plans and policy plan amendments.

### Qualifications

- A degree in Planning that is recognized by the Canadian Institute of Planners (CIP) and at least 3 years of relevant planning experience; OR
- A degree in a planning related discipline, plus at least 4 years of relevant planning experience.
- Working knowledge of planning legislation and experience involving a broad range of projects in a major urban municipality.
- Membership with the Alberta Planners Institute (APPI) would be considered an asset.
- Sensitivity to the business and political environment with sound judgement skills.
- Strong communication skills with the ability to effectively negotiate and collaborate on quality outcomes.
- A strong passion for planning with a demonstrated ability to work in a customer-oriented and collaborative environment while adhering to tight timelines and changing priorities.

### Pre-employment Requirements

- Successful applicants must provide proof of qualifications.

Union: CUPE Local 38  
Position Type: 3 Permanent and 11 Temporary (up to 23 months)  
Compensation: Pay Grade 13 \$44.14 – 59.05 per hour  
Hours of work: Standard 35 hour work week  
Audience: Internal/External

Business Unit: Calgary 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: August 12, 2021  
Job ID #: 304205

Apply online at [www.calgary.ca/careers](#)