



CHESTERMERE

EMPLOYMENT OPPORTUNITY TEAM LEAD, PLANNING

About this Role

Are you a creative, strategic leader who encourages passion and sense of team? Are you results driven with the ability to establish relationships and partnerships quickly? If so, we want to meet you!

The City is currently seeking a full-time Team Lead, Planning.

As a member of the Planning and Growth team, the Team Lead, Planning provides day-to-day workflow coordination and administrative oversight to the Planning division within the Planning and Growth department in support of the City's overall operations and development. This position will manage a file load and is expected to use their expertise and experience to provide guidance to Staff and actively manage current planning, long-range planning and project work in support of the City's overall operations and growth. The Team Lead, Planning position has a key role in the coordination of planning documents, regulations, policies, participating in inter-municipal planning processes in a way that effectively implements, aligns, and improves the City's statutory planning framework. Developing a positive and cooperative relationship with the local development and building community is essential.

Some responsibilities include:

- Provide professional, municipal and business expertise and advice in the implementation and continuous improvement of:
 - Review and processing of planning applications, including: statutory and non-statutory planning documents, bylaw amendments, Subdivision and Development Permit applications, and rezoning requests.
 - Participates in the preparation of Area Structure Plans as required.
 - Addresses public inquiries as required, including formal complaints.
 - Attends meetings and delivers presentations and support as required, including: Council, Committee of the Whole, and Public Hearings;
 - Facilitates meetings with developers and community groups to discuss new development proposals and planning projects.
 - Works with the Calgary Metropolitan Region Board (CMRB) and on other intermunicipal projects to support regional collaboration in planning.
 - Supports continuous improvement of the City's statutory planning framework.
 - Provides planning advice to staff, developers and the general public regarding legislative changes, legal matters and new developments.
 - Provides options for senior management and Council regarding legislative changes, legal matters and new developments in the planning field which may influence the execution of sound planning, municipal governance or service delivery.
 - Provides mentorship and leadership to the Planning and Growth Staff, providing feedback on significant applications and projects.

For more information about this role, view the detailed job-description at www.chestermere.ca/jobs

Qualifications for this Role

- Bachelors degree in Urban Planning or a related discipline.
- 2-4 years of progressively responsible experience related to the real estate industry, including land development in a municipal environment.

- Full membership in the Canadian Institute of Planners (MCIP) and/or Alberta Professional Planners Institute (APPI).
- Registered Planning Professional Designation (RPP).
- Valid Class 5 Alberta Driver's Licence and Drive's Abstract deemed satisfactory by the City.
- Criminal Record Check deemed satisfactory by the City.

Working for the City of Chestermere

As Alberta's fastest growing municipality, and just 30min for Downtown Calgary and the Calgary Airport, the City of Chestermere has rapidly evolved from a charming summer village into a dynamic lakeside community for over 20,000 residents.

By demonstrating the City's values, employees at the City of Chestermere use their strengths and unique abilities to contribute to the vision of Chestermere as a sustainable lakeside recreational community that is safe and family oriented. We serve our community by creating an Amazing place to live, work and play. Chestermere is committed to creating a diverse environment and is proud to be an equal opportunity employer.

Interested candidates are encouraged to [apply here.](#)
Applications will be accepted until Thursday December 31, 2020.

Note: The City appreciates receiving resumes from all qualified individuals, however only those applicants who are short-listed for an interview will be contacted.