

## Planner I - Planning Coordination Job Number: 42749

Are you result-oriented, self-motivated and proactive? Do you enjoy applying your knowledge of land use planning, municipal policies, best practices, and process to review and influence various land development proposals? If you do, here is your opportunity to be part of the Planning Coordination Section of the Development Services Branch.

You will play an influential role in shaping the City's growth through review of land development applications providing the opportunity to shape the broad physical, social, financial, economic and environmental future for the City. You will effectively identify issues and implement creative solutions to planning and land use matters with the development industry, interdisciplinary professionals internally and externally, and the public. Your professional skills and customer service focus will assist you in managing, prioritizing, and completing your assignments in this dynamic environment.

With a focus on the City of Edmonton's Cultural Commitments to Safe, Helpful, Accountable, Integrated and Excellent, you will:

- Review development proposals and applications for planning approvals related to statutory plans and zoning both at a site specific and broader area context within the Core and Mature areas of the City
- Formulate professional recommendations that take into account a broad range of interdisciplinary perspectives including land use and built form, transportation, utility servicing, the community, and development industry aspirations, all in alignment with a variety of City policies, guidelines, and practices
- Plan and execute public engagement activities for a variety of different planning applications
- Provide professional planning advisory and consultative services on land use proposals to the development industry, community groups, the public, and other agencies
- Implement statutory plans, guidelines, and design studies
- Prepare reports for consideration by Council and colleagues
- Make presentations to colleagues, the public, and other stakeholders
- Perform other related duties as required

### Qualifications:

- Bachelor's degree in urban or regional planning, or a related field
- Membership, or eligible for membership, with the Canadian Institute of Planners
- Two years of related urban planning experience (Those with less than two years of experience may be considered at the Opportunity Concept level)
- Knowledge of the principles and practices of land use planning as well as applicable legislation and regulatory requirements in Alberta
- Demonstrated ability to express ideas effectively, both verbally and in writing
- A demonstrated passion for providing excellent customer service
- Proven ability to think critically and strategically
- Establish and maintain effective working relationships in a multidisciplinary team environment
- Demonstrated ability to rapidly identify potential issues, solve problems, resolve conflict, and build consensus
- A strong sense of spatial relationships with the ability to visualize concepts described through bylaw regulation and architectural drawings
- Experience working within prescribed timelines while handle multiple projects
- Knowledge of Google applications, POSSE, and Geospatial (GIS) software, InDesign or other Graphics software is an asset
- Demonstrated ability to achieve results in the context of a respectful, inclusive and service-minded style
- Embrace the Cultural Commitments of Safe, Helpful, Accountable, Integrated and Excellent, and foster an environment that encourages others to do the same
- Valid Class 5 Driver's License is a requirement of the role; this may require business auto insurance
- Applicants may be tested

The City of Edmonton is committed to inclusive, respectful and equitable workplaces that represent the communities we serve. We continuously improve our systems, policies and practices to remove barriers and ensure our employees, in all their diversity, can succeed. We value applicants with a diverse range of skills, experiences and competencies, and encourage you to apply. To learn more, see the Art of Inclusion: Our Diversity and Inclusion Framework here: <https://bit.ly/3hd2d95>.

The City of Edmonton strives to provide reasonable access and accommodations throughout the application and selection process. If you would like to request an accommodation at any stage of the process, please contact [Employment@edmonton.ca](mailto:Employment@edmonton.ca).

**COVID-19 Notice:** The City of Edmonton has implemented a COVID 19-Vaccination Policy. Employees must be fully vaccinated against COVID-19 and provide proof of vaccination. Employees who cannot be fully vaccinated on the basis of a protected legal ground (e.g. medical, religious) may request an exemption. Please note that this policy applies to all employees, including new hires, and volunteers. If your application is successful, you will be asked to provide proof of vaccination or request an exemption.

For more information, please refer to our COVID-19 Vaccination Policy ([bit.ly/3IKwb6j](https://bit.ly/3IKwb6j)) and COVID-19 Vaccination Procedure ([bit.ly/39BICMt](https://bit.ly/39BICMt)).

### ***Up to 2 temporary full-time positions for up to 11 months***

**Hours of Work:** 33.75 hours per week. The weekly hours of work for this position are currently under review and may change at a future time. Any changes will be made in accordance with the City of Edmonton/Civic Service Union 52 collective agreement and the incumbent will be notified in advance.

**Salary:** \$45.846 - \$57.931 (Hourly)

**Talent Acquisition Consultant:** HJM/JB

**Classification Title:** Planner I

**Posting Date:** Mar 18, 2022

**Closing Date:** Apr 3, 2022 11:59:00 PM (MDT)

**Number of Openings (up to):** 2 - Temporary Full-time

**Union:** CSU 52

**Department:** Development Services

**Work Location(s):** 6th Floor Edmonton Tower, 10111 104 Avenue Edmonton T5J 0J4