

Planner I Job Number: 42591

The Urban Planning & Economy Department is the delegated Development Authority for the City of Edmonton, and is responsible for all manner of land use duties and decision making for the public good, as legislated by the Municipal Government Act. The execution of these legislated duties is performed by various professionals within the department, one of which is the Planner.

This position processes, reviews and manages applications to rezone properties, amend statutory (and non-statutory) plans, and legally close roadways. The Planner is relied upon to provide professional judgment and advisory services (both written and verbally) to City Councillors, other department members, civic administration, the development industry, lawyers, members of the public and other external stakeholders. The Planner also writes reports and compiles bylaw packages for presentation to City Council.

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

- Review and make recommendations to the file Planners and applicants about professionally prepared Risk Assessments related to Land Development Applications and applicable policy
- Interpret relevant legislation, municipal policies, procedures, guidelines and best practices
- Consult with technical stakeholders to collect and assemble relevant information and data
- Negotiate with applicants to amend, revise, and detail review to achieve compliance with relevant plans, bylaws and regulations
- Ensure that fair and transparent communications, consultations and engagements occur with the public and other external stakeholders
- Apply planning expertise, creativity, intelligence, problem solving and decision making skills to analyze and resolve planning issues and make recommendations regarding land use matters and the public interest related to Risk.
- Advise file Planners and applicants about the role of Risk in applications and the necessary information to be considered at all stages of the file review
- Provide interpretive and educational services about Risk Review and processes to members of the public, and other members of the civic administration
- Process applications to rezone land, legally close roadways, and amend statutory (and non-statutory) plans:
- Apply planning expertise, creativity, intelligence, problem solving and decision making skills to analyze and resolve planning issues and make recommendations regarding land use matters and the public interest.
- Write reports and prepare bylaw packages for delivery to, and consideration by, City Council:
- Provide interpretive and educational services about planning and land use legislation and processes to members of the public, and other members of the civic administration.
- Perform research, analysis and investigations on various land use matters as needed by the demands of file and project work, and/or as directed by their Supervisor(s).
- Perform other related duties as required

Qualifications:

- Bachelor's degree in Urban Planning or a related degree
- A minimum of 2 years planning experience is required
- Experience and knowledge of evaluating Risk Assessments when applied to land use
- A broad understanding of municipal land use planning processes
- Excellent project coordination, organizational, time management, and prioritization skills are required
- Excellent interpersonal and communication skills, both written and verbal, are required
- Strong computer skills including the ability to use computerized information management programs
- Demonstrated ability to achieve results in the context of a respectful, inclusive and service-minded style
- Embrace the Cultural Commitments of being Safe, Helpful, Accountable, Integrated and Excellent, and foster an environment that encourages others to do the same
- Demonstrate the key behaviours and attributes of the City's six leadership competencies: Courage, Inclusivity, Values-Based Influencer, Collaborative Networker, Systems Thinker and Creative Innovator
- 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 com

petencies, 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.

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) and COVID-19 Vaccination Procedure (bit.ly/39BICMt).

Up to 1 permanent full-time position

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 - \$57,9310 (Hourly); \$80,769.190 - \$102,059.940 (Annually)

Talent Acquisition Consultant: VL/JB

Classification Title: Planner I

Posting Date: Feb 10, 2022

Closing Date: Feb 24, 2022 11:59:00 PM (MST)

Number of Openings (up to): 1 - Permanent Full-time

Union: CSU 52

Department: Development Services

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