

## Senior Planner - Urban Growth and Open Space Strategy Job Number: 40969

Are you interested in using your parks and open space Planning skills to support the Urban Growth and Open Space team at the City of Edmonton?

Reporting to the General Supervisor of Open Space Networks and Assembly, the Senior Planner is responsible for leading the planning of the city-wide open space network, including the interpretation, administration and implementation of strategic plans and regulatory tools such as Breathe, Ribbon of Green, North Saskatchewan River Valley Bylaw and Natural Connections to name a few.

You will supervise Parks and Ecological Planners and will be responsible for directing staff in the land use planning, protection, and future assembly of the open space and ecological networks as per the Municipal Government Act (MGA) and the Municipal Development Plan (MDP).

You will develop and interpret policies and procedures, assign and monitor staff schedules and work loads and evaluate staff performance. You will also direct specific planning activities and perform the role of project manager for complex open space projects and strategic plans.

Duties include:

- Assess, assign and oversee the review of various land development applications and the administration of the North Saskatchewan River Valley Bylaw
- Provide direction and coordinate the preparation of Section recommendations pertaining to various development applications
- Collaborate and negotiate with development industry representatives to ensure sustainable open space networks are achieved, the desired urban form is supported and development goals are attainable
- Collaborate with internal business partners to ensure infrastructure and social projects align with the City's open space policy framework
- Lead the research, analysis and recommendations related to city-wide growth and the impacts and/or constraints of the open space networks
- Supervise and manage professional, technical and support staff; train and mentor staff. Determining workloads, staff resource capacity, work plans and schedules including approving vacation and overtime
- Effectively evaluate staff performance including development and implementation of performance management plans up to and including disciplinary action when required, in accordance with Labour Relations
- Recruitment of team members, including making decisions on hiring and promotions
- Create performance expectations for staff and ensure two way communication occurs regarding work safety, work culture and role and expectations
- Prepare business cases for operating service packages and general consulting services, assist with analysis of project budget variances and escalate issues when corrective actions are anticipated
- Assist in Section administration and preparation of business plans, work programs and prioritization in alignment with Branch/Department priorities
- Create responses to inquiries/motions from City Council, Committee of Council, and/or Councillors regarding the policies, planning, community needs and land requirements related to the open space network
- Provide support to other business areas when the expertise of parks and ecological planners is required
- Perform related duties as required

### Qualifications:

- Bachelor's degree in Urban and Regional Planning, Landscape Architecture, Urban Design, Environmental Studies or a related degree. Master's degree in any of the above-noted disciplines is preferred
- Environmental studies/programs such as ecology and/or natural sciences will be considered an asset
- APPI/CIP regulated members preferred
- 7 years of progressively relevant and responsible experience in open space planning, policy development and public engagement, including a minimum of two years project management and supervisory experience
- Well-developed and demonstrated problem solving and analytical abilities
- Negotiation skills involving multi-party interests
- Excellent written and verbal communication and presentation skills
- Knowledge and experience in community development, organizational/process change, environmental planning and urban design will be an asset
- Strong supervisory, team-building and project management skills are required
- Demonstrated leadership that embodies the cultural commitments of the City of Edmonton of Safe; Helpful; Accountable; Integrated; and Excellent
- Valid Alberta Class 5 driver's licence (or provincial equivalent). Obtaining and maintaining a City Driver's permit is a requirement of this position

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/3etpEt6>.

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).

***Up to 1 permanent full time position***

**Hours of Work:** 36.90 hours per week

**Salary:** \$84,597 - \$120,852 (Annually)

**Talent Acquisition Consultant:** SH/JB

**Classification Title:** PT3 - Urban Planner

**Posting Date:** Jun 4, 2021

**Closing Date:** Jun 18, 2021 11:59:00 PM (MDT)

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

**Union:** Management

**Department:** Planning and Environment Services

**Work Location(s):** 7th Floor Edmonton Tower, 10111 104 Avenue Edmonton T5J 0J4