



Planning Officer

Competition #J0222-1542

One (1) Temporary Full-Time Position

Reporting to the Manager, Current & Long Range Planning the Planning Officer provides for quality and timely delivery of planning services; and will primarily assist in the development of the City's new Land Use Bylaw. The position will provide support to undertake Planning initiatives including development and implementation of statutory and non-statutory plans, research and analysis, public and stakeholder engagements, and review and processing of land development applications when required.

Specific accountabilities include:

- Assist in the development and ultimate approval process of the City led Land Use Bylaw that achieves the objectives of the Municipal Development Plan: Our Fort, Our Future.
- Assist the Manager, Current & Long Range Planning in the development, management, and implementation of all Statutory Plans including but not limited to the Municipal Development Plan, Area Structure Plans, and Area Redevelopment Plans ensuring that they are current, functional, effective, and by the Municipal Government Act as well as City's Vision and Council's strategic priorities.
- Assist in the planning, preparing for, and facilitating public and stakeholder engagement initiatives.
- Assemble research, data, and knowledge to provide solutions that integrate planning, transportation, growth management and urban design.
- As a representative of the City, conduct oneself in a professional and safe manner.

Applicants must have a minimum of a two (2) year Diploma in Urban Planning or a related discipline. A University Degree in Urban, Regional or Environmental Planning or a related discipline is preferred. Prior Planning related experience will be an asset, but not required. The successful candidate will acquire an acute understanding of municipal planning and development, including Provincial Acts and Regulations. Strong organization, interpersonal and communication (both verbal and written) skills are essential to be successful in this role. The ability to change focus and priorities on an ongoing basis is necessary. This position requires experience and knowledge with Microsoft Office and Project, and Adobe Acrobat. Experience with AutoCAD and GIS software is considered an asset.

This is a temporary position with a tentative end date of August 25, 2023.

Rate of Pay: \$31.20 per hour

Hours of Work: 37.5 hours per week; Monday to Friday

Qualified applicants are invited to apply in confidence no later than **Wednesday, March 16, 2022** through the Career Portal on the City's website at www.fortsask.ca.



Take your Career in the Right Direction

The City of Fort Saskatchewan thanks all applicants for their interest and advises those applicants under consideration will be contacted.