



Senior Long Range Planner

Competition number: RC 2021 0087

Department: Planning and Infrastructure Division: Planning

Close Date: January 27, 2022 (10:00 pm MST)

Salary Range: \$86,190 to \$106,470

The City of Spruce Grove is a fast growing, dynamic city committed to building and maintaining a fiscally responsible community that serves our residents, attracts visitors and promotes future growth. Through the actions of the Shared Principles, innovation is encouraged; communication and learning are continuous in this team environment while maintaining a positive work and family life balance.

The Senior Long Range Planner is a senior level planning position that is responsible for long range planning functions that require the application of professional land use planning theories, methodologies and principles. This position performs long range planning activities, including development of statutory plans and amendments, interpretation and development of planning policy and development of recommendations on various statutory plans and bylaws.

Responsibilities:

Long Range Planning

- Develop and write policies and bylaws through comprehensive research and consultation with a broad range of stakeholders.
- Conduct research on planning and related issues.
- Provide review and comment on subdivision applications.
- Consult with relevant stakeholders on new or changing policy and bylaw outcomes.
- Prepare draft bylaws and other planning documents and reports.
- Process bylaws to meet legislative requirements and amendment procedures.
- Communicate the City's goals and intent behind proposals to a variety of stakeholders and the public.
- Prepare and present Request for Decision (RFD) and other finding to Council and Committee of the Whole.
- Follow project management methodology and processes on projects.

Intermunicipal Planning

- Managing and commenting on intermunicipal referrals and issues.
- Represent the City as required for intermunicipal land use matters.

Qualifications:

- Post secondary Degree in Urban or Regional Planning, related field of studies or equivalent.
- Masters Degree an asset.
- Minimum seven (7) years directly related experience, preferably in a public sector environment setting.
- Demonstrated experience in long range planning.

The City of Spruce Grove is committed to taking every precaution reasonable to protect the health and safety of employees, their families, and the public. New employees are required to be fully vaccinated against COVID-19 as a condition of being hired. Proof of vaccination will be required before the start date.

How to Apply: Visit our website at www.sprucegrove.org for a full job description and more information about the City of Spruce Grove.