



EMPLOYMENT OPPORTUNITY

Director, Planning & Development

Director, Planning & Development (Regular, Full-Time)

Clearwater County has a rare and exciting opportunity for the right fit. We are recruiting for a seasoned **DIRECTOR, PLANNING & DEVELOPMENT**. This senior manager reports to the Chief Administrative Officer and is an integral part of the Leadership Management team. This department is diverse: reporting to this Director are our dedicated and knowledgeable Senior Planners, Planner, Development Officers, Economic Development Officer, Nordegg Heritage Coordinator, and Administrative Assistant. The department includes three regulated members of the Alberta Professional Planners Institute (APPI).

This Director provides interpretative, technical and professional advice to Council, legislated Committees associated with land use and appeals, as well as other County departments. We are looking for our Director to responsibly lead, manage, administer and implement all aspects of land use planning, including but not limited to, preparing plans and bylaws, process applications and approvals, and managing complaints, compliance and enforcement strategies.

REQUIREMENTS

- Minimum of an undergraduate degree in Urban, Regional Planning, or Geography or related degree in planning (Masters' degree preferred)
- Working knowledge of *Municipal Government Act (MGA)*
- Interpretation and administration of associated legislation, bylaws, policies and procedures impacting the principles and practices of planning and zoning, planning, development, subdivisions, economics, land use and environment issues
- Up to 7 years' experience – in progressive planning and development positions, including supervision and budget planning and administration
- Previous experience in meeting and making presentations to Council and appeal processes
- Alberta Professional Planners Institute (APPI) regulated members required or preferred

Please provide a cover letter including your management/leadership philosophy, a resume and the names of three (3) business references. Submissions may be emailed to: hrapplications@clearwatercounty.ca. Word or PDF formats only. Please apply on or before: **November 6, 2020**.

The County thanks all applicants in advance for their interest but only those candidates selected to advance in the recruitment will be contacted. All candidates must be currently and legally able to work in Canada. Depending upon requirements of the Province of Alberta concerning COVID-19, the County at its discretion may withdraw, cancel, extend or renew this competition.