



# Career Opportunity

Planning Services Department | Permanent Full-Time Position  
Monday - Friday | 8:30am - 4:30pm + meetings and events outside of regular business hours

## PLANNER/DEVELOPMENT OFFICER

Lacombe County has an opportunity for a Planner/Development Officer. We're looking for someone who enjoys collaborating with others and who wants to play a pivotal role in the planning, designing, and building of Lacombe County.

We place a large emphasis on the importance of agriculture in the community. Our development strategy to protect agricultural lands is to focus our industrial and commercial development along the transportation corridors, and focus our residential and recreational development around our lakes and near our urban neighbors.

As part of the Planning Services team, this position will be supporting a variety of ongoing exciting projects, such as assisting with the new Economic Development Strategy, updating an Area Structure Plan, updating and creating new Off-site Levies, annually reviewing the Municipal Development Plan and Land Use Bylaw, and more!

### Key Duties and Responsibilities:

- **Plan:** Liaise with and respond to inquiries from the public, developers, builders, etc. regarding planning and development control matters;
- **Public Participation:** Implement your facilitation skills as you work with a broad spectrum of Council, staff and the public;
- **Collaborate:** Work with other Planning Services and County staff on a variety of projects including rezoning, subdivision and development;
- **Field Work:** Conduct field inspections related to compliance requests, development, subdivision applications and complaints;
- **Presentations:** Present reports to County Council and to the public at meetings and formal hearings;
- **Research, Data Analysis, Reporting Writing:** Interpret plans, conduct research & gather data from a variety of sources. Prepare written reports accordingly;

### Ideal Qualifications:

- Post-secondary education in planning or a related field combined with at least one year of planning experience, preferably in local government, with a working knowledge and understanding of the Municipal Government Act, Land Use Bylaws and other relevant planning documents. An understanding, or desire to learn, rural municipal planning is an asset;
- Demonstrated ability to effectively work with the public and articulate planning issues to a wide variety of audiences. Ability to function as a facilitator when community interests conflict;
- Be a creative thinker with good analytical and problem-solving skills;
- Proven competency with Microsoft applications. A working knowledge of GIS or Adobe Creative Suite is an asset.

For more information, please view the Planner/Development Officer Job Description on the [Lacombe County website](#).

We support a work-life balance and offer an excellent compensation package including a comprehensive group benefits package (including pension plan), a health/wellness spending account, a flex time program, work from home program, and professional development opportunities.

**Please forward your application no later than Friday, June 10, 2022 to: [hr@lacombecounty.com](mailto:hr@lacombecounty.com).**

**\*Applications will be reviewed and scheduled for interview as they are received.\***

We thank all applicants for their interest; however, only those invited for an interview will be contacted. **Please note:** All applicants must be legally entitled to live and work in Canada. This competition may remain open longer until a suitable candidate is found.