

## **City of Beaumont Manager, Development Services**

The City of Beaumont is growing and changing and so is our Planning and Development team! Our team is highly collaborative, professional, fun, and passionate about supporting the vision of a growing, vibrant, and spirited community. Beaumont's location within the Edmonton Metropolitan Region, provides a variety of rewarding challenges and the opportunity to apply forward-thinking concepts to advance Beaumont's vision.

This exciting opportunity puts you in the centre of the Edmonton Metropolitan Region's fastest growing community. Reporting to the Director, you will manage the professional and technical work of the Development Planning and Safety Codes Service areas of the City's Planning and Development Department. The Manager will lead a team engaged in subdivision, development permits, building permits and compliance, and Land Use Bylaw enforcement. The ideal candidate loves new challenges, is a relationship builder, is not afraid of trying new ideas or taking calculated risks, and balances that with pragmatism and practicality. You will apply your solid understanding of urban design, land use principles and policies, collaboration, and negotiation skills to help the City attract quality and innovative development and achieve the City's vision.

### **What YOU'RE Responsible For:**

- Oversees the processing of all land use (including subdivision) and building applications.
- Supports the implementation of the end-to-end development service review.
- Represents the municipality in its communications and day-to-day relationships with internal and external stakeholders and manage and lead external agencies as required.
- Acts as a key contact and facilitator with internal and external stakeholders, land developers, consultants, homeowners and the general public to provide complete and professional information in a timely manner.
- Provides options in the resolution of disagreements and assists in developing alternative plans or recommendations for projects and negotiate positive outcomes with developers and both internal and external stakeholders.
- Responds to escalated citizen and stakeholder inquiries and resolve concerns received from City Council, City Administration, industry representatives, regulatory bodies, applicants, and the general public
- Prepares of reports and makes presentations to Council, Committee of the Whole, Beaumont's Urban Design Panel, the Subdivision Development Appeal Board, at public meetings and at engagement events as required.
- Supports the development of annual and four-year operational and business plans identifying the resources required to meet service level demands.
- Remains up to date and advises on new techniques, issues, and legislation affecting community development.
- Collaborates with other City divisions and external agencies to obtain expert advice on development-related matters, including City initiatives and development proposals.
- Builds and maintains positive relationships with stakeholders locally and in the region.
- Invests time in managing, coaching, and developing people- individually and collectively.
- Create an open, positive working environment to stimulate open discussion.
- Applying GBA+ to the development and review of policies, practices, and frameworks to ensure equity.
- Ensure adherence to Legislative regulations, Safety Directives and procedures and all respectful workplace standards.
- Report unsafe conditions and near miss incidents promptly.
- Attend regular safety meetings and promote a positive attitude.

### **What YOU Bring:**

- University degree in planning, geography, or another related discipline. A Master's degree in a related field is considered an asset.
- 5-7 years of progressively responsible experience in the community planning field with leadership experience.



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- Professional Membership with the Alberta Professional Planners Institute (Registered Professional Planner – RPP) and the Canadian Institute of Planners (Member of the Canadian Institute of Planners – MCIP) or eligible.
- An International Association of Public Participation (IAP2) certificate or equivalent is considered an asset.
- Thorough working knowledge of principles and practices of municipal planning, sustainability and urban design.
- Excellent interpersonal, communication, presentation, negotiation, facilitation, and problem-solving skills.
- Ability to be creative and flexible and use sound judgement in making planning decisions.
- Ability to prioritize and meet deadlines.
- Ability to plan, assign, and direct the work of personnel and lead, coach, and motivate staff in a team environment.
- Demonstrated political acumen and awareness of the reputation of the City, departments, and the service area when communicating with internal and external stakeholders.
- Extensive knowledge of the Municipal Government Act, Alberta Land Stewardship Act, Safety Codes Act, Land Use Bylaws, and other relevant municipal plans and regulations.
- Demonstrated ability to negotiate with a range of stakeholders and adopt a customer/client-oriented approach.

## What WE Offer:

- A dynamic and supportive work environment
- Collaboration with various City departments and external agencies
- The chance to make a significant impact on the development and growth of Beaumont.
- A salary range of \$104,340.60 to \$136,172.40 per annum (based on experience and qualifications)
- Employer paid Health and Dental benefits package
- Eligibility to participate in the hybrid & EDO program
- Health Wellness and Learning Spending Account
- Membership to the Beaumont Sport and Recreation Centre
- Enrolment in Local Authorities Pension Plan (LAPP)
- 35-hour work week (some evening and weekend work may be required)

If you are ready to take on a challenging and rewarding role that will shape the future of Beaumont, we want to hear from you. Apply today to join our dedicated team and help us build a vibrant and sustainable community.

If you meet these qualifications, please submit your cover letter and resume as one document by 9:00 AM on July 22, 2024.

The City of Beaumont is an inclusive and equal-opportunity employer. We value the diversity of the people we hire and serve. This means fostering a workplace in which individual differences are recognized, appreciated, and respected. Any persons with disabilities who anticipate needing accommodations for any part of the application process may contact, in confidence, [careers@beaumont.ab.ca](mailto:careers@beaumont.ab.ca)

## Information For Applicants:

- Applications can be submitted via our online recruiting system <https://cityofbeaumont.applytojob.com/apply>. If you have any difficulties, please reach out to our HR department.
- We appreciate your interest in working with us; however, only those applicants selected for interviews will be contacted.
- Final candidates for this position will be required to undergo pre-employment screening, including reference checks, education verification, and a criminal record check.