



ROCKY VIEW COUNTY

Regional Planning Strategist

Job Number: # J1222-1087

Job Type: Permanent Full-Time

Location: Rocky View County, Alberta

of Positions: 1

Salary: \$86,836 - \$102,032

Rocky View County is committed to providing our employees a respectful and stable work environment, unique benefits that promote work/life balance, and opportunities for professional learning and personal growth. We seek individuals who thrive on challenge and will contribute their positive energy, innovation, and service mindset to making a difference and contributing meaningfully to the vibrant community of 40,000 people who call Rocky View County home.

Position Summary

Are you a Planning professional looking for a high-level of professional responsibility to develop and implement Planning strategies, statutory documents and municipal policy in a growing municipality?

Are you looking for opportunity to grow professionally while supported with paid training opportunities, a competitive salary, benefits after 30 days, 27 paid days off in first year + general holidays, pension plan, paid sick time and more?

What we need:

Rocky View County's Planning department is excited to add another Regional Planning Strategist to the team. Our enthusiastic team is working on a number of exciting projects, including the preparation of amendments to our Municipal Development Plan and Land Use Bylaw. We encourage a collaborative and supportive environment for staff to grow within the department and focus on their interests. Spread across almost a million acres and with a diverse range of communities, the County is an amazing place to develop your Planning career.

With the approval of the Calgary Metropolitan Region Growth Plan last year, the County will continue to work with our neighbours on regional planning matters. The Regional Planning Strategist supports the Planning Manager and wider department as we contribute towards the development of Joint Planning Area Context Studies and other projects that are part of the Calgary Metropolitan Region Board's five-year strategic plan.

Alongside the regional planning aspects of the position, the Strategist will be part of the project team working on the rewrite of the County's Municipal Development Plan which will start in January 2023 and will require strong project planning, stakeholder engagement, and policy drafting skills. Finally, the role will involve project managing the implementation of several initiatives to improve the efficiency and effectiveness of the Planning department.

This is a mid-to-senior-level position of strategic importance within the Planning Department that requires a high degree of professionalism, strategic and creative thinking, and research capabilities. A thorough knowledge of related Acts and Regulations and the planning process in Alberta is needed to succeed in the position. The Regional Planning Strategist primarily works with the Planning Manager and supports the wider department on regional and sub-regional matters, policy drafting and process management.

Core Accountabilities:

- Actively participate in provincial, regional and sub-regional committees, task forces and advisory groups. Review materials for associated meetings and coordinate County input through collaboration with other departments.
- Attend alongside, or in place of the Planning Manager at CMRB Land Use Technical Advisory Group meetings and other CMRB project meetings, as required.
- Undertake research and policy reviews in relation to regional and sub-regional Planning matters.
- Act as a resource to Planning staff, internal departments, and the public on regional and sub-regional Planning matters.
- Support the County's role in the preparation of Context Studies related to Joint Planning Areas, as required by the Regional Growth Plan.
- Support the Planning Policy team in Policy project work tasks, as required and directed by the Planning Manager.
- Produce templates and documents to support the County's participation in the CMRB process including referral documentation under the Regional Evaluation Framework.
- Support the preparation of amendments to the County's Municipal Development Plan, in accordance with Regional Growth Plan policies and Council direction.
- Attend Intermunicipal Committee Meetings and other external stakeholder meetings, as required.
- Lead the County's circulation, review and engagement process in relation to provincial, regional and sub-regional Planning matters, as required.
- Prepare reports for, and present to, Council, senior management and other stakeholders on projects falling within responsibility of the Regional Planning Strategist.
- Project manage strategic projects falling within the Planning department portfolio, including those initiated by Council's strategic objectives.
- Work in accordance with the requirements established by the RVC Health and Safety Program and the Alberta OHS Act, Regulation and Code.
- Take reasonable care to protect their health and safety and other persons at or in the vicinity of the worksite while they are working.
- Perform other duties and special projects as assigned.

Position Requirements:

A Bachelor's Degree in Planning or related field is required. A minimum of 5 (five) years of demonstrated professional Planning experience is required. A demonstrated track record of working collaboratively in a team environment and a record of successfully completed assignments is also necessary. Scope of the experience should include a demonstrated awareness and knowledge of Planning in a rural municipality,

awareness of interrelationships between jurisdictions and their respective interests and a thorough understanding of the provincial planning and legislative framework.

- Understands and applies provincial, regional and municipal planning policies, legislation, processes, procedures, and statutory Planning documents.
- Interprets and applies relevant municipal/provincial policy to the development and preparation of planning documents with no major oversights.
- Shows strong project management skills in organizing cross-functional teams, scheduling, documenting, and executing on important County and regional initiatives.
- Works independently or as part of a team to seek out and synthesize information resources in a clear and concise fashion in the processing of applications.
- Demonstrates strong interpersonal, oral, and written communication skills with attention to detail and accuracy.
- Demonstrates knowledge, interpretation, and application of subdivision design, site planning and environmental planning concepts and their applications in a rural environment in the processing of planning applications.
- Works collaboratively with and communicates effectively and positively with other team members, departments, and external municipal and provincial government personnel.
- Possesses and exhibit strong skills in presentations to Council, external stakeholders, and government departments as required.
- Manages time effectively to prioritize multiple deadlines and tasks, and is required to work within irregular and tight time frames.
- Shows ability to think strategically and creatively in working towards solutions over both short-term and long-term projects.
- Makes sound decisions by using rational and logical judgment that reflects an understanding of the consequences of decisions.
- Able to work under stressful work conditions and to think and react quickly and effectively to problems that may arise from time to time.
- Flexibility to alternate between technical to philosophical planning responsibilities as required in the task or project.
- Eligibility for Full Membership with the Canadian Institute of Planners (CIP) is considered an asset.
- Previous related experience particularly in a public sector environment is considered an asset.
- Proficient in MS Office suite.
- Possess a valid class 5 driver's license.

Interested applicants are invited to apply direct to <https://www.rockyview.ca/careers>.

Applications are due by 10 pm MST on the closing date.

We thank all applicants for their interest; however only those selected for interviews will be contacted.