



ROCKY VIEW COUNTY

Senior Planner

Job Number: #J1020-1496

Job Type: Permanent Full-Time

Location: Rocky View County, Alberta

Number of Positions: 2

Salary: \$92,536.00 - \$108,730.00/Year

The 40,000 people who call Rocky View County home live in a diverse blend of rural, hamlet, and country residential communities on one million acres to the west, north, and east of Calgary. Our dedicated employees work with a variety of stakeholders to develop innovative and unique solutions for our complex municipality. To continue to enhance the quality of life in our communities, we seek individuals who thrive on challenges, who provide excellent customer service in a fast-paced environment, and whose positive energy enables the County to grow and prosper.

Position Summary:

This is a senior professional planning position that requires the individual to demonstrate and draw on expertise acquired from extensive, varied and progressively more responsible levels of professional planning experience.

This position will often take a lead role in the review of planning and development applications, development of planning strategies, statutory documents and municipal policy. The Senior Planner will also be expected to handle a wide range of duties related to all manner and size of projects, policies, applications and operations of each of the Planning Sections.

The Senior Planner will work independently or in teams as the situation dictates. Presentations to Council, Boards and Committees are an integral component of the scope of duties. The Senior Planner will act as a resource person and mentor for Planners and other department employees.

The Senior Planner will be required to nurture and maintain working relationships dealing with inter-municipal planning while advancing the interests of Rocky View County.

Core Accountabilities:

Legislation, policy, processes, plans, and initiatives.

- Review and assessment of planning applications, development permits and subdivision files with an increased level of complexity
- Formulating, reviewing, maintaining, updating and implementing strategic and policy documents/programs such as, the Growth Management Strategy, the Municipal Development Plan, Intermunicipal Development Plan(s), Area Structure Plan(s), and Area Redevelopment Plan(s) from time to time
- Taking lead or assisting role as assigned, in formulating, reviewing, maintaining, updating and implementing the Land Use Bylaw.
- Preparing, reviewing, updating and administering research, grant proposals, consultation processes, consultant contracts, research, and feasibility analyses.
- Manage assigned projects including the overseeing of planning work, technical and clerical support personnel involved in a project. However, supervision of employees is the responsibility of the Manager and Supervisor.
- Manages and/or participates in complicated consultation processes, consultant contracts, including the preparation of Terms of Reference, and multi-disciplinary teams/projects.
- Maintain professional affiliations and demonstrate a comprehensive current knowledge of applicable legislation, new trends and literature.
- Provide/promote Municipal Planning Goals/Objectives to landowners and applicants.
- Possess strong problem solving and consensus building skills.

- Make Public Presentations to various bodies, including Council, Appeal Boards, Committees and Public groups and organizations.
- Effectively represent the County in public and landowner/applicant meetings.
- 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.
- This position is eligible for remote work for up to one day per week.
- Perform other related duties – as may be assigned by the Supervisor, Manager, Executive Director or the CAO.

Position Requirements:

Completion of Bachelor's Degree in Planning along with a minimum five (5) years of progressively responsible and diversified experience in Municipal Planning environment.

- Demonstration of excellent interpersonal communication and judgment skills.
- Demonstration of superior organizational and time management skills.
- Demonstration of facilitation, negotiation and mediation skills.
- Demonstration of excellent presentation and written skills.
- Thorough understanding of rural, urban and regional planning, their interrelationships and the environment, related regulatory environment, implementation techniques and consultation processes.
- Ability to relate strategic planning initiatives to policy implementation.
- Demonstration of excellent project management skills, particularly within complex, high profile, large-scale, or time-sensitive projects.
- Awareness and sensitivity towards the current economic and political environment and its impact on the planning environment.
- Ability to deal with co-workers and the public in a positive, facilitative, and pleasant manner.
- Ability to mentor and train other Planning employees.
- Ability to meet frequent deadlines in a fast-paced environment.
- Punctuality in attending meetings and the workplace each day.
- Conduct oneself in a manner which portrays the County in a positive light.
- Consistently deliver high quality work and professional advice.
- Alternate education criteria may be considered in combination with greater periods of relevant professional planning experience.
- A successful record of management of increasingly more complex planning projects, meeting deadlines and a demonstrated ability to provide leadership within a team setting.
- A successful track record related to facilitating, mediating and or negotiating in complex or otherwise difficult situations.
- A demonstrated history of successful presentations to small and large groups in both casual and formal settings.
- 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.