

## Senior Planner - Policy Development Job Number: 49632

Join one of the City's most dynamic, creative, and motivated teams in charge of developing and implementing civic policies related to land use and urban development. Reporting to the General Supervisor of the Planning unit in the Planning and Environment Service Branch, the Senior Planner performs advanced urban land use and policy planning tasks.

As Senior Planner you will lead a team that contributes to great urbanism and city-building outcomes in Edmonton by actively fostering a culture of experimentation, partnership, innovation, and excellent project delivery. You will play a key leadership role in communications and outreach initiatives designed to share information, foster new relationships, build understanding, and spark new conversations and change.

This position provides an advanced level of professional planning services which include:

- Lead teams through the development of policy, strategy, recommendations, and Council reports relating to land use, heritage management, placemaking, and the governance of the City of Edmonton's planning framework
- Apply strategic thinking to identify gaps in the City's policy framework and explore innovative solutions from an interdisciplinary lens, ensuring alignment with long term corporate strategies and The City Plan
- Manage multiple, complex, high-profile, interdisciplinary policy projects to ensure projects are delivered on time and on budget
- Lead and be accountable for internal project teams and manage external contractors/consultants responsible for key project deliverables
- Work collaboratively with internal stakeholders to ensure that proposed policies align with the City's planning and land development processes, or identify required changes to achieve alignment and new efficiencies
- Provide professional urban planning and land use advice to various stakeholders
- Lead, advise, and support the design and implementation of public engagement plans
- Contribute to the collective energy that makes the Planning unit such a great team
- Provide strong leadership supporting a safe and accountable working environment, demonstrating the City of Edmonton's Cultural Commitments and Leadership Competencies
- Overall oversight of project team including assigning and reviewing project related work
- Build project teams to support the Section's work plan and corporate strategic outcomes
- Support team members in building technical ability and related skills
- Oversee and manage staff including hiring, assigning and reviewing work, performance management, discipline, etc.
- Coach and mentor staff to build upon technical abilities and develop related skills
- Cross-train staff to develop project management, communication, leadership and negotiation skills

### Qualifications:

- Bachelor's or Master's degree in Urban Planning or a related discipline
- Membership or eligibility for membership with the Alberta Professional Planners Institute
- Professional designation such as RPP and MCIP is considered an asset
- 7 years progressively responsible experience in planning or a related field including senior-level experience in project or team leadership, project management, policy development and implementation
- Demonstrated ability in building strong relationships with internal and external colleagues, stakeholders, citizens, and senior leadership
- Experience collaborating, and resolving conflict between stakeholders, senior leadership and staff
- Experience with leading, motivating and managing staff to add value in meeting their responsibilities
- Demonstrated ability to build strategic partnerships and relationships with stakeholders including experts from various government and private sector interests (e.g. developers, builders, consultants and contractors) to support creative, innovative problem solving
- Excellent project management skills including managing projects successfully for time, quality and budget
- Ability to communicate (verbally, graphically and in written form) effectively with a diverse range of customers, stakeholders and audiences on both a conceptual, technical and practical level, as well as the ability to communicate complex technical issues in lay terms
- Excellent ability to present and respond to City Council, committees of City Council, political staff, citizens and other stakeholders in a professional manner
- Ability to embrace technology and innovative solutions to provide enhanced decision support tools
- Demonstrate a high degree of personal discretion and sensitivity
- Demonstrate service excellence, embracing diversity and promoting inclusiveness
- Demonstrate alignment with the Cultural Commitments of Safe, Helpful, Accountable, Integrated and Excellent, fostering an environment for others to do the same. For more information on the City's Cultural Commitments, please visit [edmonton.ca/our-culture](http://edmonton.ca/our-culture)
- Demonstrate the foundational competencies, key behaviours and attributes of the City's six leadership competencies: Courage, Inclusivity, Values-Based Influencer, Collaborative Networker, Systems Thinker and Creative Innovator. For more information on the City's leadership competencies, please visit [edmonton.ca/our-culture](http://edmonton.ca/our-culture)

The City of Edmonton is committed to inclusive, respectful and equitable workplaces that represent the communities we serve. We continuously improve our systems, policies and practices to remove barriers and ensure our employees, in all their diversity, can succeed. We value applicants with a diverse range of skills, experiences and competencies, and encourage you to apply. To learn more, see the Art of Inclusion: Our Diversity and Inclusion Framework here: <https://bit.ly/3hd2d95>.

The City of Edmonton strives to provide reasonable access and accommodations throughout the application and selection process. If you would like to request an accommodation at any stage of the process, please contact [Employment@edmonton.ca](mailto:Employment@edmonton.ca)

*Management and Out-of-Scope positions at the City of Edmonton are being reviewed for possible inclusion in the Civic Service Union 52 bargaining unit. If this position is impacted, the incumbent will be notified accordingly.*

**1 temporary, full-time position for up to 14 months in duration**

*Talent sourced through this process may be considered for similar opportunities within the City.*

**Hours of Work:** 36.9 hour per week, Monday to Friday

**Salary:** \$89,766 - \$128,237 (Annually)

**Talent Acquisition Consultant:** IS/MZ

**Classification Title:** Senior Planner (Planning Svcs)

**Posting Date:** May 16, 2024

**Closing Date:** May 30, 2024 11:59:00 PM (MDT)

**Number of Openings (up to):** 1 - Temporary Full-time

**Union :** Management

**Department:** Planning and Environment Services

**Work Location(s):** 8th Floor Edmonton Tower, 10111 104 Avenue Edmonton T5J 0J4

Visit [www.edmonton.ca/careers](http://www.edmonton.ca/careers) for information on how to apply