**Planner I**  
Planning and Development Services

The Planner I is responsible for providing assistance in the Long Range Planning branch to senior planners on major projects and provides planning expertise and advice to the general public, internal departments and the development industry in order to ensure development is consistent with goals and policies of Strathcona County.

**Responsibilities**

- Interpret and provide advice at an entry level on planning and development regulation of the Municipal Government Act (MGA), Municipal Development Plan (MDP), other statutory plans and the Land Use Bylaw (LUB) as well as other government regulations, policies and procedures
- Prepare or review statutory and LUB amendments and Council reports resulting from Long Range Planning project work
- Respond to external and internal referrals for Capital Region Board referrals, statutory plans and amendments, LUB amendments, subdivision applications and development permit applications
- Prepare reports and presentations on planning initiatives and projects within Planning and Development Services
- Act a planning representative on various committees
- Assist senior planners in the establishment of branch policies, processes and procedures
- Attend open houses, public meetings and occasionally Council on behalf of the Land Development Planning Branch

**Skills and Abilities**

- Comprehensive knowledge of practices and principles of community planning
- Knowledge of relevant and applicable federal, provincial and municipal legislation, policies and programs and the ability to integrate and utilize them with planning and development projects
- Excellent public relations, interpersonal and communication skills with the ability to facilitate, mediate and influence outcomes
- Strong analytic skills and ability to write and interpret policy
- Ability to work in a multi-disciplinary team to promote corporate and Planning & Development Services' goals/objectives to clients/members of the public
- Ability to carry out duties with minimal supervision

**Qualifications**

- Degree in Planning or related field with 1 to 3 years of related professional planning experience, preferably in a municipal environment
- Eligible for full membership with the Canadian Institute of Planners
- Condition of Employment:
  - valid Alberta Class 5 driver's licence with less than seven demerits

The annual salary range for this permanent full time position is $68,013 to $85,012, working 35 hours per week.

**Competition #115-2017-EXT-PDS closes May 7, 2017**

Thank you for your interest in Strathcona County. We contact only candidates selected for interviews.