

**Why work for the Town of Canmore?** For one thing, you'll be working with amazing people who perform outstanding work. Our team is professional, fun, dedicated and passionate about this work, our community, and the endless opportunities for play in our magnificent Rocky Mountain environment. Our planning landscape includes a unique variety of issues and considerations that fill our work with rewarding challenges, and an opportunity to apply concepts that aren't used in many other places around the world. As an organization, the Town of Canmore exists to serve the community and visitors to Canmore, to support a sustainable future for all, and to ensure the most efficient and effective use of taxpayer dollars.

**Position Overview:** The Planning Technician position is a support position for the Planning and Development Department that leads in the provision of a range permit review functions. This role is primarily responsible for conducting development permit and building permit reviews within the Planning Department. You will work within the context of a progressive municipal government with clear values and a distinct culture. We have a workplace that is committed to leadership development, collaboration and holistic thinking, as well as sustainability, affordability, and the preservation of our mountain environment.

For a full position description, please visit Town of Canmore's website: <https://can60.dayforcehcm.com/CandidatePortal/en-US/canmore/Posting/View/1142>

**Attributes:** The perfect person for this job is someone who loves Canmore, someone who is dedicated to the success of our community and is excited about their career in planning. You will need to have a collaborative work style, strong organizational skills and critical thinking abilities for the successful resolution of issues. A sense of humor and broad perspective are also necessary characteristics in a challenging environment. In addition, you must also have: a post-secondary certificate in Planning Technician, Urban Planning, Land use planning or similar field, 1 to 3 years' work experience in planning required with specific experience with detailed research, statutory plan review, stakeholder management and community engagement being an asset; and a membership in the Canadian Association of Certified Planning Technicians.

**Compensation:** This is a Full-time (35 hours per week). The salary for this role is \$41.37 per hour.

**Closing Date for Applications:** This posting will remain open until **Sunday, September 5, 2021** on Town of Canmore's website.

**How to Apply:** To apply, please upload your cover letter and resume (PDF or Word), and click the "Apply Now" button below. To help us learn more about you, in your cover letter please clearly detail the following:

1. *Why do you want to work as a Planning Technician for the Town of Canmore?*
2. *What skills, experience, and (most importantly) attitude will you bring to enhance the team and enrich our community?*