

EMPLOYMENT OPPORTUNITY

Land Use/Economic Development Officer (LUEDO)

The Town of Redwater is situated just 35 minutes northeast of Edmonton and borders the Alberta Industrial Heartland, this community is poised for significant growth. Redwater offers great recreation, culture, education and health care to the area residents. Visit our website to learn more about our great community: www.redwater.ca.

Reporting to the Chief Administrative Officer, the **Land Use/Economic Development Officer** is responsible for Town land use planning and economic development. This includes all land use planning duties as well as the effective delivery of economic development services. These duties are intended to strengthen the community through effective and efficient land use and economic development planning processes. **The Land Use/Economic Development Officer will be primarily responsible for:**

- In the context of Council's Strategic plan, continually develop and implement the town economic development/marketing strategy and land use/development strategy
- Work with stakeholders to broaden and diversify the economic base through business support and investment attraction initiatives
- Maintain a proficient understanding of the Town Land Use Bylaw, Municipal Development Plan, any Area Structure Plans, and subsequent updates as well as areas of the Municipal Government Act pertaining to planning and development
- Maintain familiarity with government programs and associations available to assist in economic development
- Attend meetings and conferences and assist with corporate projects such as trade shows, public presentations and displays
- Review and evaluate land use and development proposals prior to application using bylaws, legislation, regulations, and municipal policies
- Administer the Development Permit processes, within the guidelines of the Land Use Bylaw and Municipal Government Act, including reviewing and preparing decisions and conditions, issuing permits and any other related documentation.
- Ensure and enforce compliance of the land use bylaw

The ideal candidate will:

- Have excellent public speaking and presentation skills
- Ability to multitask and prioritize
- Provide excellent customer service to the public, staff and Council
- Be able to deal effectively and positively with the business community

Qualifications:

- A degree or diploma in planning, business, economics, community development or a related field
- Certificate in Economic Development an asset or a willingness to enroll
- Applied Land Use Planning diploma or willingness to enroll
- Minimum 3 years land use OR economic development experience
- Competent with Microsoft Office programs with a strong emphasis on Word and Publisher or related publication software

A detailed position description is available on our website: www.redwater.ca

The Town of Redwater provides an competitive salary and benefit package. Salary range for this position is based on level education and experience. Please forward your resume and three work related references to:

Tim Duhamel, President, Bloom CME
Email : Tim.Duhamel@bloomcme.com Ph. (780)932-8254



Deadline for submissions of resumes is 4:30 pm, Wednesday January 19, 2022.

The Town of Redwater thanks all applicants for their interest, however only those who have been selected for an interview will be contacted.