



CAREER OPPORTUNITY

Senior Planner Full Time - Permanent (35 Hrs/Week) Competition TOS2023-19

Strathmore is hiring!

Are you a skilled planner looking for an exciting opportunity to grow and develop in a collaborative and supportive environment? Strathmore is seeking a Senior Planner to join the Town's Development Services team.

The Senior Planner is an experienced planner who will have the opportunity to lead high-profile projects, process planning applications at a senior level, present planning information to Town Council and town officials, and engage with the community regarding modern planning topics. The Senior Planner will be involved with both the long-term and short-term planning of the Town of Strathmore and will be involved with high-profile projects such as the municipal development plan, the land use bylaw, other statutory plans, and new development.

Reporting to the Manager of Development Services, this position will play an integral role in shaping the future of Strathmore's built environment.

Why Strathmore?

Strathmore is a growing, vibrant, welcoming community that is recognized as a regional hub for business and recreation. Continued investment in recreation facilities, parks, projects, commercial revitalization, and community programming provides an exceptional quality of life for our residents, visitors, and staff. As our Senior Planner you play a key role in shaping the future of our community and improving the quality of life for our residents and visitors.

In addition, we have great job perks! Here are a few to mention:

- You will have the opportunity to fast-track your career through interesting and rewarding work.
- Collaboration is one of our values! Our Planning team collaborates with all departments but works closely with our skilled engineers and development team.
- We offer flexible work arrangements and the option to enter an 'Averaging Work Agreement' with the Town, allowing for one earned day off every 2 weeks.
- All employees have free access to the Town's recreation facilities and discounts on programs.
- Our benefits, pension and time-off policies are amongst the best and start day one!

Position Summary:

The Senior Planner will work with the Planning team to provide a wide range of professional planning services for the Town of Strathmore including but not limited to:

- Leading and managing planning projects and initiatives, including land use bylaw amendments, area structure plan amendments, MDP amendments, development permits and subdivisions.
- Working on a variety of challenging and rewarding projects, such as assisting the Town's consultant with the Intermunicipal Development Plan between Wheatland County and the Town of Strathmore, assisting with updates to the municipal development plan and land use bylaw, and being the project lead on processing subdivisions and development applications.
- Assisting management with improvements and refinement of development procedures and administrative policies.
- Undertaking and presenting research on social, environmental, and economic nature and makes recommendations to the Manager regarding long-range planning initiatives.
- Preparing and presenting reports for consideration by Council and Committee of the Whole.
- Providing comments on referrals from internal and external agencies, requests for information, and advice on matters such as subdivisions, and other planning related referrals.
- Preparing funding and grant applications on behalf of the department.
- Assisting the public and the development industry with development inquiries.
- Representing the department and the Town on regional, inter-municipal, inter-agency, inter-government and community committee or boards.
- Building strong relationships with colleagues, internal and external stakeholders, and community members.
- Developing your skills and expertise through ongoing training and professional development opportunities.
- Providing guidance and mentorship to junior staff on a full range of development applications.

Successful applicants will demonstrate on their resume and cover-letter:

- A bachelor's degree or a master's degree in planning, urban studies, or related field from a recognized institution and 5 (five) years of progressively responsible experience in municipal planning.
- Professional planning experience in policy development, project management, subdivision and development applications, and public engagement.
- A strong and senior level understanding of relevant legislation and regulations.
- Excellent written communication skills.
- Experience in leading complex planning projects and managing project teams.
- Experience working with community stakeholders and facilitating public engagement processes.
- Experience delivering professional presentations and planning advice to senior officials.
- APPI Regulated membership or membership (including Candidate Membership) with another Canadian Planning Provincial and Territorial Institution and Association (PTIA) is considered an asset.

For our interview, we will be asking you to demonstrate the following:

- A passion for building thriving communities that are equitable, inclusive, and sustainable.
- Examples of being a self starter with the ability to work independently and as part of a team.
- Examples of your work in processing technical, senior-level planning applications, such as subdivisions and development permits.
- Examples of your work in processing Land Use Bylaw and other Statutory Planning amendments and applications.
- Examples of your work aiding, helping, and mentoring other development staff including Development Administration Assistants, Development Officers, and junior-level Planners.
- Examples of your work providing professional planning advice to senior officials.
- The ability to problem-solve and think creatively.
- Examples of your work in community engagement and building positive relationships with stakeholders
- Commitment to continued learning and professional development.
- Examples of how you align with our values of dedication, innovation, collaboration, support, empowerment, and honesty.

Application:

Please submit a cover letter and complete resume of experience and qualifications, quoting **Competition TOS2023-19** to: careers@strathmore.ca.

This competition will remain open until suitable candidate is selected.

The Town of Strathmore thanks all applicants; however, only those selected for an interview will be contacted.

We are an equal opportunity employer and encourage applications from all qualified individuals. We are committed to providing a diverse and inclusive work environment where every employee feels valued and respected. We will consider accessibility accommodations to applicants upon request.

This posting is intended as a summary of the primary responsibilities and qualifications for this position. The job ad is not intended as inclusive of all duties an individual in this position might be asked to perform or of all qualifications that may be required either now or in the future.