

Planner III (Current Planning)

Position ID: J1026-0071

Job Type: Full Time

Department: Current Planning

Number Of Positions: 1

Min Salary: \$52.62/Hour

Max Salary: \$65.77/Hour

Closing Date: November 02, 2026

As one of the fastest growing cities in Alberta, the City of Airdrie is a recognized leader in building a vibrant and sustainable community through innovation.

At the City of Airdrie, incredible opportunities happen every day in a flexible work environment that is tailored to each department. Our inclusive culture and values create a workplace where we welcome aspiring, driven and creative individuals to help us accomplish our business and community goals. We are supportive of one another, and we have fun while we serve our community. We are passionate about improving the lives of our residents through care and respect; that is the foundation of our organization. At the City of Airdrie, we learn, grow and accomplish great things together. We're proud to foster a workplace culture built on dedication, teamwork, and genuine care. Our commitment to creating a positive environment is reflected in our employee feedback from the 2025 Employee Engagement Survey, with 92.8% of employees saying they enjoy their work, and 92.6% feeling equipped with the resources they need to stay safe on the job.

If you have a passion for building a better community and are ready to join the excitement, we'd love to hear from you!

The Opportunity:

The Senior Planner III (Current Planning) provides senior-level professional planning expertise and works with a high degree of independence on complex municipal planning and development matters. The position manages complex applications and projects, provides technical guidance and mentoring to planning staff, coordinated reviews, supports decision-makers, and contributes to Land Use Bylaw maintenance, community engagement and continuous improvement of planning and development processes

Responsibilities Include:

- Provide senior technical guidance, coaching, and mentorship to planning staff, including assistance with complex files, legislative and policy interpretation, procedural questions, report preparation, and professional recommendations.

- Provide professional planning assistance to other City departments, boards, advisory groups, and corporate projects
- Lead complex pre-application and application review processes, including coordinating the cross-departmental Development Review Committee (DRC), consolidating multidisciplinary technical input, resolving conflicting comments and ensuring applicants receive clear, coordinated and timely direction.
- Coordinate and lead negotiations with landowners, developers and stakeholders to achieve municipal planning goals based on sound planning principles and efficient and streamlined processes
- Manage complex Development Permit applications and provide support and assistance to team members on such applications
- Review and process complex plan amendments, land use amendments and site plans or outline plans
- Plan and implement policies, process improvements and programs to maximize operation efficiency
- Provide support to planning staff when presenting to the public (e.g., Community Infrastructure for Infrastructure and Growth, Subdivision & Development Appeal Board, and Council) as required
- Prepare and present professional planning reports and recommendations to Council, Council committees, the Municipal Planning Commission, the Subdivision and Development Appeal Board, and other decision-making bodies, as required.
- Attend public engagement events, board and committee meetings, appeal hearings and Council meetings as required.
- Monitor the performance and effectiveness of the Land Use Bylaw and undertake / participate in amendment processes when changes are required
- Maintain up-to-date land use planning knowledge and updated legislation through attending seminars and courses and reading industry publications
- Collaborate with other Senior Planners and provide back-up coverage and cross-over support as needed, including providing support for the review and processing of long-range plans and conducting policy research.

You Bring:

- An undergraduate or graduate degree in urban planning, regional planning or a related discipline
- RPP designation and membership in the Alberta Institute of Professional Planners/Canadian Institute of Planners are preferred (at a minimum, the successful candidate must be eligible to pursue professional designation through APPI)
- Minimum of 5 years' planning experience at an intermediate or senior level in a municipal, development, or consulting environment (an equivalent combination of post-secondary education and direct work experience may be considered)
- Broad understanding of municipal land use planning processes with an emphasis on development, land use policy, planning, and approvals, and compliance procedures
- Thorough knowledge of the development permitting process and Land Use Bylaws, Municipal

Government Act, and relevant statutory plans, policies and procedures

- Strong team building and project management experience
- A demonstrated ability to use sound judgment, initiative and creativity to lead planning projects to successful completion
- Excellent verbal and written communication skills for preparing and presenting reports and projects
- Excellent interpersonal skills for facilitating relationships with elected officials and stakeholders
- Excellent presentation and group facilitation skills
- Strong time management skills to handle multiple deadlines and tasks
- Strong working knowledge of CityView is preferred. Experience with eScribe or similar municipal agenda and report management systems is an asset.
- Ability to work on several projects or issues simultaneously
- Ability to mentor and support staff
- Ability to present to Council, the public and government departments as required
- Ability to work independently and take initiative to identify and resolve planning application issues
- Ability to plan, organize, and schedule work to successfully meet deadlines
- Ability to communicate with a variety of stakeholders in a tactful, and professional manner
- Ability to work within a high-volume, fast paced working environment, and to think and react quickly and effectively to problems that may arise

We Offer:

Along with a competitive compensation program and City paid health and dental premiums, our employees also enjoy:

- Excellent health, dental, paramedical, and benefits plan
- Career development and tuition reimbursement
- Employee discounts, gym membership, social events, and health & wellness initiatives

Continuous learning through training and development is encouraged as are flexible work arrangements, when possible. We recognize that our people work best when they feel engaged in their environment and appreciated for their efforts and our overall benefits package reflects that.

Additional Information:

This is a full-time position with 37.5 hours per week.

Please provide a cover letter with your application.

Next Steps:

Candidates are invited to apply online at [City of Airdrie - Job Opportunities](#). We only accept resumes and additional application documents through our online recruitment system. In-person applications, email or other online forms will not be considered.

If you require an accommodation during any part of the application or hiring process, please contact us at careers@airdrie.ca and we will work with you to meet your needs.

The City of Airdrie is committed to fostering a workplace culture where belonging, equity, accessibility, and diversity are deeply ingrained into all parts of the City, where employees feel they belong, are treated with respect, and where everyone can thrive and contribute to the City's success.

Postings close at 10:00 PM MT (Mountain Time) on the closing date listed in the posting. We recommend applying as soon as possible as we are not able to accept late applications.

Please review the job competition carefully and be sure to attach any specifically requested documentation in the My Documents section of your application.

Interviewing and hiring may commence prior to the posted closing date.

Thank you for your interest in the City of Airdrie.