



Manager, Community Planning

Edmonton, Alberta

Invistec Consulting Ltd. has an exciting opportunity for an experienced Registered Professional Planner to help lead and support a growing team of professional planners. Invistec is looking for an outgoing, entrepreneurial professional with strong verbal and written communication skills to join our growing planning practice. If you believe in developing long-term client relationships, have an ambitious and tenacious attitude, and are inspired by the challenges and rewards of community planning, this is the role for you.

Who We Are:

Invistec Consulting Ltd. stands for Innovation, Integrity, and Excellence. We are a private, employee-owned, Edmonton-based consulting firm specializing in consulting services in planning, civil engineering, landscape architecture, transportation, and urban design. Founded by professionals with a common passion for innovation, integrity, and excellence, our core business is serving clients – small or large, public or private – with efficiency and attention to detail and with a specialized focus on sustainable community development. Our vision is to expand our presence across Alberta and beyond. To accomplish this requires a team of committed professionals willing to grow a culture of innovation, and contribute to sustainable and integrated growth in rural and urban communities.

Invistec Consulting Ltd. is currently seeking Manager to develop and lead our Community Planning practice in expanding our presence across the region. This role will focus on public sector clients taking a lead role in marketing and business development, preparing proposals, cultivating relationships, and delivering great projects to our clients. This position requires an experienced and motivated team player with an outgoing personality who takes initiative, cultivates a team environment, but is also able to work independently.

Our successful candidate will bring great experience that demonstrates:

- Experience in the mentorship and development of aspiring planners
- The ability to independently lead project teams in the development and delivery of exceptional plans and policies, and working with clients, stakeholders, and public officials
- An understanding of the aspirations of municipalities in developing regulations, bylaws, and policies
- Skills in leading the design, delivery, facilitation, and documentation of public engagement activities including negotiation and consensus building
- The ability to engage with prospective clients to better understand their needs and goals
- Strong writing skills for the preparation of proposals in response to Request for Proposal opportunities and client requests
- Passion and inspiration in completing related tasks as required

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The Successful Candidate will Possess the Following:

- Degree in Community Planning or related discipline
- 5 - 15 years of professional planning experience
- APPI Regulated members required or preferred
- Experience with the preparation of planning policies, regulations, and plans including MDPs, ASPs, and LUBs.
- Strong project management, leadership, and communication skills
- Experience in urban design and site analyses
- Demonstrated skills in public engagement and customer service experience
- Proficiency in MS Office Suite
- Proficiency in Adobe Creative Suite and AutoCAD is an asset
- Valid driver's license

How to Apply:

If you believe you are a perfect fit for Invistec, please send your **resume and cover letter** to planning@invistec.ca. Learn more about us at www.invistec.ca.

