

## Manager, Local Area Planning

If you are committed to public service, enjoy collaborating with others, share our values and have a desire to learn and grow, join [The City of Calgary](#). City employees deliver the services, run the programs and operate the facilities which make a difference in our community. We support work-life balance, promote physical and psychological safety, and offer competitive wages, pensions, and [benefits](#). Together we make Calgary a great place to make a living, a great place to make a life.

The City is committed to fostering a respectful, inclusive and equitable workplace which is representative of the community we serve. We welcome those who have demonstrated a commitment to upholding the values of equity, diversity, inclusion, anti-racism and reconciliation. Applications are encouraged from members of groups that are historically disadvantaged and underrepresented. Accommodations are available during the hiring process, upon request.

The Community Planning Business Unit plays a key role in shaping Calgary's future by delivering two core service lines: developing and recommending local area policy plans to achieve goals of the Municipal Development Plan (MDP) and enabling high-quality development through the review and approval of planning applications that support city-building objectives. As the Manager, Local Area Planning, you will provide strategic leadership and expertise in urban planning and partner engagement, leading the Local Area Planning Division to deliver integrated, forward-looking outcomes. Championing outcome-based decision-making and working across the organization, you will deliver cohesive, customer-centric services that balance the interests of our communities, citizens, and customers.

As part of the Planning and Development Services (PDS) Management Team, you will model inclusive leadership that advances equity, diversity, inclusion, and a culture of psychological and physical safety. You will bring strong political acumen and demonstrated experience leading transformational change and enabling innovation. Primary duties include:

- Foster team development, continuous improvement, and planning excellence by promoting a supportive growth environment and leading staff through change management initiatives with clearly defined outcomes.
- Lead, manage, and develop a team with a culture that promotes equity, diversity, inclusion and belonging, and promotes a psychologically and physically safe environment.
- Participate in strategic planning for the business unit to ensure successful execution and delivery on Council priorities, departmental goals, and service line workplans.
- Coordinate the development and update of local area policies; set the course for developing new business process and policy.
- Proactively plan for and manage resources, processes, and strategies for the division in alignment with business unit goals and service line workplans.
- Proactively identify and address issues that may impact business operations and customer service, delivering innovative, practical solutions.
- Develop and sustain strategic working relationships with Council, customers, citizens, and internal and external partners to facilitate corporate partnerships and excellence in service delivery.
- Represent Community Planning and The City at Council and in diverse internal and external forums, building and sustaining strong relationships with administration and interdepartmental teams.

### Qualifications

- A degree in Planning or a related field, and at least 10 years of relevant professional planning experience, including at least 5 years of experience presenting to Council, Commission and external parties, and at least 4 years of experience leading and supervising a team.
- Equivalent combinations of education and experience may be considered.
- Experience with associated regulatory and legislative information, such as Calgary's Land Use Bylaw, MDP, Calgary Transportation Plan (CTP), and the Municipal Government Act (MGA).
- Professional designation and membership with the Alberta Professional Planners Institute (APPI), Canadian Institute of Planners (CIP), or American Planning Association (APA) will be considered an asset.
- Certification as a Registered Professional Planner (RPP) is preferred.
- Aligning with City [Corporate values](#), you will have demonstrated success in building, developing and leading strong teams, leading and managing change, developing and using metrics to improve organizational performance, deploying resources to achieve effective and efficient outcomes, and establishing and maintaining strong and positive working relationships with colleagues, clients, partners, and/or elected officials.

### Pre-employment Requirements

- Successful applicants must provide proof of qualifications.

**Workstyle:** This position may be eligible to work from home for at least part of the time as one of several flexible work options available to City employees. These arrangements depend on the operational requirements of the role, employee suitability, and are subject to change based on operational needs and corporate direction.

### Position and Pay Information

**Business Unit:** Community Planning

**Union:** Exempt

**Position Type:** 1 Permanent

**Compensation:** Level M3 \$159,610 - 199,512 per annum

**Hours of work:** Standard 35 hour work week

**Days of work:** This position works a 5-day work week with 1 day off in a 3 week cycle.

**Location:** 800 Macleod Trail SE

**Audience:** Internal/External

**Apply By:** July 13, 2026

**Job ID:** 314677

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