



Make working for  
The City work for you.



## Planner 2

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.

We are hiring for dedicated Planner 2s for two specialized streams: one dedicated to supporting policy projects that shape planning frameworks, and the other focused on development planning with a core focus on implementation.

As a Planner 2, you are responsible for preparing planning policy or reviewing land use, outline plan, and development permit applications. You will contribute to one of the two main lines of service for the Community Planning Business Unit; creating and recommending local area policy plans to achieve Municipal Development Plan goals; or enabling development through planning applications approvals.

Primary duties include:

- Review pre-application requests and provide advice and guidance to customers.
- Conduct research and analysis and present planning reports and planning policy documents.
- Negotiate with applicants and provide interpretation guidance to external parties on policy development initiatives and planning applications.
- Coordinate and obtain input from interdepartmental partners on policy development and planning applications.
- Ensure consistency between plans within communities, as well as neighboring communities.
- Recommend decisions to Calgary Planning Commission on outline plan/land use amendment applications, policy plans and policy plan amendments.
- Positions with the Urban Design & Open Space team will involve the review of parks and open space aspects of development and land use applications and the coordination of relevant specialist input.

### Qualifications

- A degree in Planning that is recognized by the Alberta Professional Planners Institute (APPI) or another provincial or territorial institute or association representing the Planning profession in Canada and at least 3 years of relevant planning experience; OR
- A degree in a planning related discipline and at least 4 years of relevant planning experience.
- Working knowledge of planning legislation and experience involving a broad range of projects in a major urban municipality.
- Membership with the Alberta Professional Planners Institute (APPI) will be considered an asset.
- Business and political acumen with sound judgement skills.
- Strong communication skills with the ability to effectively negotiate and collaborate on quality outcomes.
- A strong passion for planning with a demonstrated ability to work in a customer-oriented and collaborative environment while adhering to tight timelines and changing priorities.

### 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.

**Union:** CUPE Local 38  
**Position Type:** 8 Permanent & 3 Temporary (up to 18 months)  
**Compensation:** Pay Grade 13 \$49.32 – 66.00 per hour  
**Hours of work:** Standard 35 hour work week  
**Audience:** Internal/External

**Business Unit:** Community Planning  
**Location:** 800 Macleod Trail SE or 133 6 Avenue SE  
**Days of Work:** This position works a 5 day work week, with 1 day off in a 3 week cycle.  
**Apply By:** August 8, 2025  
**Job ID #:** 312400

Apply online at [www.calgary.ca/careers](http://www.calgary.ca/careers)