

Job ID

314513

Location

Calgary, Alberta, Canada

Full/Part Time

Full-Time

Regular/Temporary

Regular

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 (local area plans/area structure plans) that shape planning frameworks, and the other based within the Office of Urban Design with a core focus on development planning while supporting infrastructure projects and policy development.

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 quality urban design outcomes by supporting planning applications and collaborating with other city-builders. 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 inter-departmental partners on policy development and planning applications.
- Ensure consistency between plans within communities, as well as neighboring communities.
- Present to Calgary Planning Commission on outline plan/land use amendment applications, policy plan amendments, and development permits (where appropriate).
- Position with the Office of Urban Design will include the development of urban design policies and the review 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 (e.g., as Urban Studies, Architecture, Geography, or Landscape Architecture) and at least 4 years of relevant planning experience.
- Membership with the Alberta Professional Planners Institute (APPI), Alberta Association of Architects (AAA), or Alberta Association of Landscape Architects (AALA) will be considered an asset.
- Working knowledge of Alberta or Canadian planning legislation and experience involving a broad range of projects within a major urban municipality is required.
- Experience dealing with Intermunicipal Boards, Committees and Commissions is considered an asset.
- Experience in the design and implementation of complex urban design projects is an asset.

- Experience in project delivery is an asset.
- Success in this role requires:
 - Effective relationship building and communication skills, with a focus on customer service and collaboration.
 - Strategic and analytical thinker with the ability to negotiate and problem solve to facilitate conflict resolution.
 - Ability to support, engage, and motivate staff in a team setting.
 - Demonstrate and integrate City values to achieve individual and team objectives.

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:** CUPE Local 38
- **Position Type:** 2 Permanent & 1 Temporary (up to 18 months)
- **Compensation:** Pay Grade 13 \$50.92 - 68.15 per hour
- **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:** June 8, 2026
- **Job ID:** 314513