

City of Beaumont Planner II - (24-Month Term)

The City of Beaumont is growing and changing and so is our Planning and Development Team! Our team is highly collaborative, professional, fun, and passionate about supporting the vision of a growing, vibrant, and spirited community. Beaumont's location within the Edmonton Metropolitan Region, provides a variety of rewarding challenges and the opportunity to apply forward-thinking concepts to advance Beaumont's vision. This exciting opportunity puts you in the centre of the Edmonton Metropolitan Region's fastest growing community.

Working under the supervision of the Senior Planner, this position requires a high degree of professional responsibility in the review and management of City-led planning applications, strategies, statutory documents, and municipal policy. This position requires a thorough knowledge of related Acts and Regulations and the planning process in Alberta. The incumbent provides planning perspectives on issues within the City to ensure that development in the City is planned responsibly and in accordance with all legislative requirements, municipal plans, policies and standards. This position is responsible for conducting special projects and planning studies as necessary to ensure the long term environmental, social, economic, and fiscally sustainable growth of the City.

What YOU'RE Responsible for:

- Act as a key contact and facilitator with internal stakeholders, land developers, consultants, external stakeholders and the general public to provide complete and professional information in a timely manner
- Make sound decisions and negotiate with applicants to meet the requirements set out in the Municipal Government Act, Beaumont's Land Use Bylaw, and other legislation, statutory plans, policies, and service standards
- Provide options in the resolution of disagreements or assist in developing alternative plans or recommendations for projects and negotiate positive outcomes with developers and both internal and external stakeholders
- Assist the Manager, Long Range Planning in joint planning initiatives, including intermunicipal planning initiatives and joint planning studies with other boards and agencies
- Guide City-led statutory plans from initiation through to approval.
- Ensure Beaumont's planning policies and practices remain compliant by monitoring legislation and bylaws, and researching best practices and industry standards for impacts to Beaumont
- Lead the strategy and development of public engagement initiatives for City led planning projects; oversee preparation of materials
- Prepare requests for proposals, and evaluate submissions
- Ensure adherence to Legislative regulations, Safety Directives and procedures and all respectful workplace standards.
- Report unsafe conditions and near miss incidents promptly.
- Attend regular safety meetings and promote a positive attitude.
- Other duties as assigned

What YOU Bring:

- A Bachelor's degree in planning/urban design/geography/environment or another relevant professional field, complimented with 4 years' related planning experience preferably in a municipal setting (an equivalent combination of education and experience may be considered)
- Eligibility for Professional Membership with the Alberta Professional Planners Institute (Registered Professional Planner – RPP) is preferred.
- Strong working knowledge of the Municipal Government Act, the Alberta Land Stewardship Act, Land Use Bylaws and other relevant municipal plans, provincial policies, and federal regulations
- Demonstrated ability to effectively negotiate with a range of stakeholders and the ability to adopt a customer/client-oriented approach
- Demonstrated ability to express ideas effectively in writing and orally, conduct research, provide recommendations, and negotiate and consult with stakeholders in order to provide tactful presentation of challenging issues for decision-making and implementation of solutions
- High degree of competency in a wide range of software programs for planning and development purposes, including ArcGIS and Microsoft Office



- Flexible and works well under pressure with minimal supervision
- Valid Class 5 Driver's license

What WE Offer:

- A salary range of \$77,841.40 - \$101,556.00 per annum (based on experience and qualifications)
- Employer paid Health and Dental benefits package
- Eligibility to participate in our Hybrid Work Program
- Health Wellness and Learning Spending Account
- Membership to the Beaumont Sport and Recreation Centre
- 35-hour work week (some evening and weekend work may be required)
- And an amazing team to work with!!

If you meet these qualifications, please submit your cover letter and resume as one document by 9:00 AM on September 16, 2025.

The City of Beaumont is an inclusive and equal opportunity employer. We value the diversity of the people we hire and serve. This means fostering a workplace in which individual differences are recognized, appreciated, and respected. Any persons with disabilities who anticipate needing accommodations for any part of the application process may contact, in confidence, careers@beaumont.ab.ca

Information For Applicants:

- Applications can be submitted via our online recruiting system <https://cityofbeaumont.applytojob.com/apply> only.
- We appreciate your interest in working with us; however, only those applicants selected for interviews will be contacted.
- Final candidates for this position will be required to undergo pre-employment screening, including reference checks, education verification, and a criminal record check.
- This is a 24-Month term position