



Town of High River
Invites applications for a
**Permanent, Full-time
Planner I**

At the Town of High River, people come first. We are looking for a Planner to join our organization and contribute to our culture focused on accountability, excellence, and connection. This is an opportunity to enjoy working and living in a community with a small town lifestyle with convenient access to larger centers. High River is a vibrant and thriving community that offers an inclusive social environment and locally-owned dynamic businesses.

The Community

High River provides the warmth and familiarity of a small town, featuring countless outdoor trails and parks that await your next adventure. Our downtown offers a variety of unique stores and businesses who take pride in fostering connection in our community. High River is a people-first community where families put down roots for generations. Nestled within Foothills County with the Rocky Mountains framing the view to your west, our community of 14,000 is rooted in people and promotes an environment to help you build lasting relationships.

The Organization

Through the dedication and passion of our 150 employees, we deliver important services to the community. Our purpose, or why we do what we do, is because we want to make a difference in our community now and for generations to come (our 'why'). To achieve this, we inspire and respect one another, we can be counted on, we are better together, and we dare to be different (our 'how').

We've embarked on a workplace culture journey that has enhanced our commitment to people; both our employees and the community we serve. We have identified three pillars to achieve our workplace culture: **Accountable, Connected and Excellence (ACE)**.

The Role

Reporting to the Manager, Planning and Development, the Planner is position is responsible for leading and dealing with a variety of matters, such as processing of development permits, subdivision applications and bylaw amendments as well as providing planning advice to the general public, developers, staff, Council, and Council committees, and provincial agencies and Senior Administration. Additional responsibilities may include undertaking technical and professional analysis of planning matters, maintaining statistical and status reports, writing reports to Council and working on planning research projects. In addition, this position will be involved in intermunicipal and regional planning initiatives and process.

The right candidate will have a post-secondary degree in urban planning or related field with three (3) to four (4) years of related experience in Planning and Development. The right candidate will have the ability to solve problems and meet deadlines under pressure. Excellent communication skills; written, verbal and visual, with the ability to make oral presentations will ensure success in this position. The candidate must be familiar with Microsoft Office applications, have a valid Class 5 Alberta Driver's License, and an ability to obtain a membership with Alberta Professional Planners Institute (APPI).

To explore this career opportunity, please visit our website at www.highriver.ca, click on *Careers* and apply through our online application process. *This competition will remain open until filled, with the first review date being September 17, 2025*

We thank all applicants; however, only those selected for an interview will be contacted.