

Senior Planner

Permanent, full-time (35 hours/week)
\$89,580.40 - \$111,966.40 per annum

At the City of Leduc, our mission is People. Building. Community. We offer a collaborative and dynamic workplace where our values of Teamwork, Service, Respect and Leadership guide our conduct and contribute to a healthy culture. If you would like to work as part of a progressive organization and enjoy a fast-paced environment, then this may be the opportunity for you.

Come work with us!

At the City of Leduc, we believe growth begins with our people. This opportunity comes as a result of an internal promotion — a reflection of our commitment to developing talent and empowering individuals to thrive in their careers. We're proud of our culture of mentorship, collaboration, and continuous learning, and we're now looking for a **Senior Planner** to help us continue shaping Leduc's vibrant, sustainable future.

What is the Opportunity?

The **Senior Planner** plays a vital role in advancing the City's planning goals by providing strategic leadership, expert advice, and mentorship within the Planning and Development team. Reporting to the Manager of Planning & Development, this position leads complex planning applications, policy development, and interdepartmental projects that influence how Leduc grows and evolves.

This is an opportunity for an experienced professional who understands both the art and science of planning — someone who combines technical expertise with the ability to guide others, manage priorities, and think beyond today's challenges. You'll help ensure development aligns with the City's long-term vision of environmental, social, and economic sustainability while maintaining the integrity of its unique community character.

What will you do?

As a Senior Planner, you will:

- Manage and review complex planning applications including subdivisions, redistricting, outline plans, area structure plans, and statutory plan amendments.
- Manage the negotiation, entering into and life cycle processing of development agreements for new land development and infill projects.
- Lead the preparation, review, and implementation of land use bylaws, planning policies, and special studies that advance Leduc's strategic and sustainable growth.
- Provide mentorship and professional guidance to planners, development officers, and planning students, fostering a collaborative and high-performing team culture.
- Act as project manager for major planning initiatives — preparing RFPs, managing consultants, budgets, schedules, and funding submissions.
- Conduct detailed policy and land-use research to inform municipal planning strategies and ensure compliance with provincial legislation and regional frameworks.
- Prepare and deliver professional planning reports, recommendations, and presentations to Council, committees, and the Subdivision and Development Appeal Board (SDAB).
- Engage with the development community, residents, and other stakeholders through consultations and public hearings, balancing diverse perspectives with sound professional judgment.
- Collaborate across departments to integrate planning with engineering, economic development, and environmental sustainability objectives.
- Represent the City at intermunicipal and regional forums, advancing Leduc's interests and strengthening partnerships with neighbouring municipalities and provincial agencies.
- Promote innovation and continuous improvement within the planning function, identifying opportunities to streamline processes and enhance service delivery.

Who you are?

You are an experienced planner who blends technical precision with a visionary mindset. You bring a depth of knowledge in land use planning and legislation, strong analytical ability, and the interpersonal skills to lead, coach, and influence others:

Your qualifications include:

- A degree in Regional and Urban Planning, Urban Design, Environmental Science, Landscape Architecture, Geography, or a related field.
- Regulated membership with the Alberta Professional Planners Institute (APPI) is mandatory.
- A minimum of five (5) years of progressive experience in municipal or regional planning, demonstrating success in complex and high-impact projects.
- Valid Class 5 Alberta driver's licence (or equivalent) and comfort performing site visits as required.

Your key strengths include:

- Comprehensive understanding of land use legislation, policy frameworks, and statutory planning processes under the Municipal Government Act (MGA), with the ability to lead major planning projects from conception to implementation, including managing consultants, budgets, and timelines.
- Direct experience with the development and processing of development agreements and managing subdivision and redistricting applications.
- Exceptional written and verbal communication skills, with confidence presenting to Council, committees, and public forums, combined with strong collaboration and relationship-building abilities to work effectively across departments and with diverse stakeholders.
- A proactive, solutions-oriented mindset, capable of balancing technical detail with long-term strategic thinking to deliver innovative, sustainable planning solutions.

What we Offer?

At the City of Leduc, you'll find more than just a job — you'll find purpose, balance, and the chance to make a real impact in a growing community. We offer:

- A culture that values professional development and promotes growth from within.
- Meaningful work that directly shapes the future of our city.
- A collaborative, supportive environment where innovation and new ideas are encouraged.
- Competitive compensation and a comprehensive benefits package (including health, dental, and wellness coverage).
- Opportunities for continuous learning and connection with a network of passionate municipal professionals.
- A free annual pass to City of Leduc recreation facilities, including drop-in programs.

Important Notes!

- The successful candidate must provide a current **Criminal Record Check** at their own expense.
- Please include a cover letter outlining how your experience aligns with this role

Ready to Join Us?

If you're a strategic thinker and experienced planner ready to guide both projects and people, this is your opportunity to make a lasting mark on one of Alberta's fastest-growing communities. Apply today at www.leduc.ca/careers and help us plan Leduc's next chapter — together.

Competition closes at 11:59 pm (MT) on **November 14, 2025**. Due to the high volume of resumes received, we are not able to respond to individual phone calls. This competition may be used to fill future vacancies at the same or lower classification level. We thank all applicants for their interest, however, only those selected for interviews will be contacted.