

Cultivate Your Career

SENIOR PLANNER TWO (2) PERMANENT FULL TIME

Organization	City of St. Albert
Website	www.stalbert.ca
Department	Planning and Development
Location	5 St. Anne Street, St. Albert
Compensation	\$106,745.87 - \$129,872.79 per annum
Closing Date	May 20, 2025
Competition #	25/72

OPPORTUNITY

As Alberta's 'Botanical Arts City', St. Albert is a community renowned for its botanical arts, its commitment to a green lifestyle and the cultivation of activities that provide for a well-rounded quality of life. Our employees provide over 70,000 residents with high-quality programs and services and are proud to contribute to making St. Albert one of the best places to live in Canada.

The City of St. Albert is recruiting two individuals to join our Planning and Development Department as Senior Planners. Reporting to the Manager of Planning, these positions will each lead a group of professional planners which focus on the strategic priorities of the City of St. Albert by developing policy and delivering projects related to land use planning, housing, and sustainability.

The key responsibilities will include:

- Supervising and guiding a team of planning staff, providing leadership, administrative support, and ongoing career development.
- Undertaking a variety of projects in a project management capacity, including updating the Municipal Development Plan (MDP), advancing housing-related initiatives, and facilitating public engagement.
- Providing sound technical advice to senior leadership and Council on planning policy, intermunicipal planning, and regulatory and statutory documents.
- Championing growth and development strategies that align with the strategic corporate direction, while considering the sustainability of the City.

QUALIFICATIONS

- A Bachelor's Degree in Urban/Regional Planning, or a related field is required. Master's degree is an asset.
- Seven (7) years of planning experience, with demonstrated experience in policy planning.
- Preference will be given to candidates who are certified RPP/MCIP members (or hold an equivalent designation). Candidates actively working toward this designation will also be considered.
- Eligibility for membership to Canadian Institute of Planners (CIP) or Alberta Professional Planners Institute (APPI) is required.
- Big-picture strategic thinking, anticipating and making recommendations on municipal and inter-municipal considerations.
- Strong research, organizational, communication and presentation skills.

- Ability to provide pragmatic solutions to complex problems in a timely and politically sensitive environment.
- Excellent interpersonal skills and the ability to facilitate positive interactions with internal and external stakeholders.
- Valid Class 5 Drivers License and a personal vehicle for work use are required.

COMPENSATION

\$106,745.87 - \$129,872.79 per annum. In addition, the City of St. Albert offers a generous and comprehensive benefit package including a flexible spending account and pension plan.

HOURS OF WORK

We offer a compressed bi-weekly work schedule of 72 hours, Monday - Friday, 8:00 – 5:00, with a biweekly regular day off (RDO).

FLEXIBLE SCHEDULE

This position may be eligible to apply for flexible hours to adjust start and end times from the core hours of 8 a.m. – 5 p.m. by 30 or 60 minutes.

HYBRID REMOTE WORK

This position may be eligible to apply for Hybrid Remote Work after three (3) months of satisfactory performance. Hybrid Remote work means the majority of worktime (51+%) will be completed in the designated workspace, and the remainder may be worked remotely.

CONDITIONS OF EMPLOYMENT

The successful applicant will be required to obtain a satisfactory police information check.

The successful candidate will be required to provide proof of educational and professional credentials.

APPLICATION PROCESS

If you are interested in this opportunity, please submit a cover letter and resume via our City of St. Albert employment opportunities site www.stalbert.ca/employment

CLOSING DATE

May 20, 2025

We wish to express our appreciation to all applicants for their interest and effort in applying for this position. However, only candidates selected for interviews will be contacted.