



Make working for  
The City work for you.



## Senior Planner – AMENDMENT

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.

As a Senior Planner, you will play a key role in managing complex planning projects that support The City's regional and intermunicipal relations and initiatives. The position offers professional opportunities for individuals demonstrating strong leadership and teamwork abilities coupled with proven analytical and policy formulating skills. Primary duties include:

- Develop project plans, coordinate teams, set priorities, assign work to team members, provide progress reports and make recommendations on project delivery to management.
- Conduct research and technical analysis and formulate recommendations.
- Prepare planning policies and technical reports and present recommendations to the appropriate approving authority.
- Provide professional planning advice to internal and external partners; explain planning policies and decisions.
- Coach, direct and train staff on project structure, processes, methods and content as well as overall professional planning development.
- Coordinate the implementation of approved planning policies by communication changes to internal and external partners.

### 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 or a related discipline, and at least 6 years of progressively more responsible and varied planning experience.
- Equivalent combinations of experience and education may be considered.
- Working knowledge of planning legislation and experience involving a broad range of projects in a major urban municipality.
- Experience with municipal legislation, such as writing policy is an asset.
- Experience and working knowledge of planning and computerized analysis techniques is an asset.
- Experience applying a design thinking approach to planning is an asset.
- Experience or education in planning economics is an asset.
- Proven leadership skills; able to motivate staff and adapt to a variety of work environments.
- Strong communication skills with a focus on written correspondence to City Administration and externally.
- Demonstrated ability to work in a customer-oriented and collaborative environment while adhering to tight timelines and changing priorities.

### 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.

**Note:** Please note all exempt positions at The City are undergoing a compensation review. This means the union jurisdiction and/or salary range listed here may change. [Tell me more.](#)

Union: Exempt	Business Unit: City and Regional Planning
Position Type: 2 Permanent	Location: 133 6 Avenue SE
Compensation: Level E \$85,135 - 128,548 per annum (2025 Rates)	Days of Work: This position works a 5 day work week earning 1 day off in a 3 week cycle.
Hours of work: Standard 35 hour work week.	Apply By: March 5, 2025
Audience: Internal/External	Job ID #: 311470
<b>AMENDMENT: Qualifications</b>	

Apply online at [www.calgary.ca/careers](http://www.calgary.ca/careers)