



# BUILD A CITY. BUILD A FUTURE.



## DIRECTOR, DEVELOPMENT PLANNING

As one of the fastest growing cities in Canada, City of Surrey is a globally recognized leader in building vibrant, sustainable communities through technology and innovation. City of Surrey employees are talented innovators, inspired by meaningful work and the opportunity to drive our city—and their careers—forward. **Build a City. Build a Future.**

### SCOPE

The Director, Development Planning requires considerable experience and expertise in city planning in the municipal sector. This position involves overseeing the expeditious, yet comprehensive, processing of a very high volume of land development applications. In this fast-paced environment, this position is often relied upon as a resource to provide technical knowledge and creativity to find solutions to various issues. This position requires an individual that is innovative, inclusive, transparent, motivating, cooperative, and service-oriented, with strong ethics and values.

### EMPLOYMENT STATUS

Full-time Regular – Exempt

### RESPONSIBILITIES

As one of two Directors responsible for Development Planning, you will:

- Lead a team of professional and technical planning staff dealing with a heavy workload of land development applications and experiencing considerable pressures.
- Provide technical and strategic advice to the team and to other Divisions and Departments.
- Attend Council meetings and respond accordingly to questions from Council members and citizens.
- Take responsibility for all Planning Reports to Council, regarding land development applications.
- Ensure consistency and sound judgement in decision-making and efficiency in processes and when necessary, take action that moves issues to closure.
- Delegate effectively and ensure individual and team accountability.
- Demonstrate proficiency in public relations techniques and conflict resolution.
- Establish and maintain effective working relationships with all stakeholders including Council, staff, the development community, community groups, and the public.
- Deal with sensitive and confidential issues.
- Perform the statutory duties of an Approving Officer as per the *Land Title Act*.
- Work in collaboration with the other Director, Development Planning as required.
- Represent the General Manager, Planning & Development and/or the Chief Development Approvals Officer, when required.

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## QUALIFICATIONS

- Bachelor's Degree in Planning or a related discipline; however, a Master's Degree in Planning is preferred.
- Minimum 10 years' experience in the planning profession, preferably in the municipal government sector, and a minimum of five years management or supervisory experience, directly related to the position.
- Current member or eligible to fulfill the requirements for membership with the Canadian Institute of Planners.
- Comprehensive knowledge of pertinent legislation and City bylaws and policies.
- Demonstrated ability to build and maintain relationships with external stakeholders, including vendors, developers, public bodies and private entities across the region and province.
- Excellent interpersonal, communication and problem-solving skills.
- A valid BC driver's license is required.

## OTHER INFORMATION

Pay Grade: M6

Annual Rate: \$179,115 - \$210,723

**This position to be posted until March 8, 2024.**

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