

DEPARTMENT:	Planning and Development	STATUS:	Temporary Full Time (2 years)
NO. OF POSITIONS:	One	UNION:	CUPE, Local 387
HOURS OF WORK:	35 hours per week	SALARY:	\$42.45 - \$50.13 per hour + a comprehensive benefits package

The City of New Westminster is seeking an experienced Planning Analyst – Policy Development and Advocacy, to support our newly created Crises Response Team, which is tasked with supporting people in the community who are struggling with homelessness and living with mental health or substance use issues. Reporting to the Manager of Community Planning, you will play a key role in developing City plans, policies and practices related to the three crises of homelessness, mental health, and substance use and inform advocacy outreach with senior levels of government to realize funding and resources to help address these crises. This position will require you to have strong research and analytical skills and excellent written and verbal communication abilities. You are extremely comfortable in collaborating and engaging with external bodies, including faith-based, Indigenous, and non-profit organizations mandated to address these crises.

Duties and key work activities include:

- Informing planning, policy, and research initiatives to identify priorities for City involvement in addressing the three related crises of homelessness, mental health, and substance use.
- Conducting research on promising practices related to responding to the three crises and organizing site visits and staff exchanges to facilitate learning about them.
- Engaging with faith-based, Indigenous, and non-profit organizations, and people with lived experience to better understand opportunities, needs and gaps related to the three crises.
- Liaising with the Crises Response Team to understand opportunities, needs and gaps related to their work which could inform policy development and advocacy outreach.
- Working with the Crises Response Policy Development and Advocacy Team to inform advocacy outreach with the senior levels of government.
- Working with City departments to advance actions related to responding to the three crises.
- Raising community awareness about City initiatives to address the three crises and responding to business and resident inquiries related to them.
- Representing the City on external committees and working groups related to the three crises.
- Reporting and analyzing pilot project outcomes to inform progress and to shape overall design and direction.

If you have many of these attributes, we would like to hear from you:

- Completion of a university degree in a related field such as planning, social planning, or other related discipline.
- Minimum of two years of previous experience related to addressing homelessness and housing affordability.
- Extensive knowledge of promising practices in preventing and responding to homelessness.
- Proven ability in planning, policy development and priority setting.
- Proven ability to collaborate with external bodies, including faith-based, Indigenous and non-profit organizations mandated to address the three crises.
- Proven ability to support internal and external communication strategies to educate and inform staff and the community.
- Excellent analytical, decision-making and problem-solving skills.
- Highly developed written and verbal communication skills, including report and grant writing, and presentation skills.
- Strong interpersonal skills with proven experience in consulting and engaging, including people with lived experience.
- Knowledge of municipal development approvals processes is an asset.
- An Indigenous background or experience, or training with indigenous culture and practices is an asset.

New Westminster is at the “sweet spot” when it comes to employer size – you will have a team to support you along with the diversity and variety of work to be challenged and growing every day. We offer a fun and rewarding culture where staff take their work seriously but not themselves.

If this opportunity appeals to you and you possess many of the attributes and skills outlined, we would love to hear from you! **Submit your cover letter and resume in one PDF document online at www.newwestcity.ca/employment by March 27, 2024**

To support a workforce that reflects the diversity of our community; women, Indigenous Peoples, racialized individuals, persons of diverse sexual orientation, gender identity or expression (LGBTQ2S+), persons with disabilities, and others who may contribute to diversity of our workforce, are encouraged to express their interest.

New Westminster is on the unceded and unsundered land of the Halq'eméylem-speaking peoples. It is acknowledged by the City that colonialism has made invisible their histories and connections to the land. We are learning and building relationships with the people whose lands we are on.

*We thank all applicants for their interest and advise that only those selected for an interview will be contacted.
This position is only open to those legally entitled to work in Canada.*