

DEPARTMENT:	Climate Action, Planning & Development	STATUS:	Full Time
NO. OF POSITIONS:	One	UNION:	CUPE, Local 387
HOURS OF WORK:	35 hours per week	SALARY:	\$42.45 - \$50.13 per hour plus comprehensive benefits

The City of New Westminster has an exciting opportunity for a Planning Analyst to join our Planning and Development Department. This role is an integral part of the Land Use Planning team whose projects seek to be bold on climate, equity, and reconciliation. This person will assist with preparing neighborhood plans, design guidelines, and subject specific policies and regulations. Come join our progressive team and directly shape the future of this great little city!

If you are hired, you will be joining a team of committed and passionate professionals who care deeply about the community they serve who thrive on variety and enjoy the challenge that comes with emergent and innovative work. The role is currently focused on creating a Bold Vision to guide long term redevelopment of the 22nd Street SkyTrain Station Area as well as implementation of the Province's new housing legislation through updates to our Official Community Plan. This position will provide opportunities for personal growth and development, as well as being part of a dynamic team in which you can contribute your experience, knowledge and skills. Your responsibilities will include:

- Providing support to land use policy creation or updating, including:
 - collecting and analyzing qualitative and quantitative data;
 - designing and facilitating community and external agency consultation;
 - liaising with other City departments and external agencies;
 - writing reports and making presentations to community groups, City committees and Council; and
 - drafting policy documents.
- Assisting to apply an equity lens and climate action lens in relation to land use policy implemented by the City.
- Acting as the planning liaison to projects led by other departments (e.g. Transportation and Parks plans).
- Reviewing and assessing the City's response to regional policy development or changes, supported by senior staff.
- Ensuring consideration is given to land use principles, policies, and opportunities in the development application review process

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

- Undergraduate degree or degree in planning or related discipline, with one to three years of related work experience, or an equivalent combination of training and experience.
- Knowledge of the principles, procedures, and legislation applicable to municipal planning, including considerations for growth, climate action, and equity.
- Demonstrated ability to collect, analyze and interpret information from a variety of sources and present conclusions and recommendations in clear and accessible form.
- Experience contributing to the development of land use policy (e.g. official community plan, retail strategy).
- Experience in online and in-person community engagement facilitation and logistics, and public information material creation.
- Cultural awareness of Indigenous and diverse communities.
- Strong organizational skills, proven ability to problem solve, and the ability to manage multiple tasks and deliver results.
- Ability to work independently with minimal supervision and effectively as a team member.
- Ability to establish and maintain effective working relationships with a variety of internal and external contacts.
- Ability to express ideas effectively verbally, visually, and in writing to various audiences.
- Knowledge of municipal development review process.

What we offer:

- Work-life balance – 35 hour work week, vacation, an optional compressed day off program, and optional hybrid work schedule.
- Health and wellness – extended health, dental, life insurance benefits, paid sick leave plan, plus other wellness-focused programs and benefits.
- Retirement benefits – including municipal pension plan.
- Career development – ongoing learning, leadership development, and education development program.

Apply online with your resume and cover letter in one document at www.newwestcity.ca/employment by June 16, 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 unsurrendered 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.