



**Position Title:** Division Manager, Regional Land Use Policy and Planning

**Position Status:** Full-Time Regular

**Department:** Regional Planning & Housing Services

**Employee Group:** Exempt

**Location:** 4515 Central Boulevard, Burnaby

**Salary Range/ Wage Rate:** Management / Leadership, Level M4B (\$150,105.67 - \$176,586.01 annually)

**Our Regional Planning & Housing Services Department is seeking a Division Manager of Regional Land Use Policy and Planning who will play a key leadership role within the Regional Planning Department. This role will lead and mentor a team of planners working on high profile land use planning projects that are critical to the goals outlined in the Regional Growth Strategy, *Metro 2050*.**

**You are: An innovative and collaborative leader who is a dedicated planning professional. You are a strong team leader who will engage and empower staff, and provide strategic guidance and leadership to ensure successful team outcomes.**

**The Division Manager, Regional Land Use Policy and Planning reports to the Deputy GM, Regional Planning & Housing Development.**

**This role:**

- Leads the Regional Land Use Policy and Planning function within Regional Planning and is responsible for planning and analytical work related to regional land use, with a focus on achieving the strategies, goals and targets included the Regional Growth Strategy, *Metro 2050*. Defines priorities and implements initiatives to further objectives and realize Board policies and strategic plans; contributes to developing and implementing Metro Vancouver's regional growth strategy and other growth management initiatives; and evaluates the effectiveness of policy on a range of related issues.
- Accountable for the Regional Land Use Policy and Planning function's budget preparation, resource allocations and reporting. Monitors and controls spending ensuring the effective and efficient expenditure of funds within the approved budget. Develops strategic goals and objectives for/with team and ensures alignment of these with staff work plans.
- Leads the development and implementation of regional growth management policies and programs, and develops related agendas for the Board and Committees. Communicates regional growth management policy to diverse

audiences and works collaboratively to develop and implement regional planning policy. Makes recommendations and provides advice on a range of growth management and regional planning issues.

- Provides guidance for the management and evolution of the regional growth strategy. Addresses complex policy implementation issues with legal and political implications. Develops viable options for navigating challenges. Oversees the development of information resources required for regional growth management initiatives.
- Leads work related to evaluating the effectiveness of policy on matters such as the strategic location of population growth; protection of the region's industrial and agricultural lands; and conservation and recreation areas. Considers the effectiveness of the land use framework to support a strong and diverse local economy and the efficient provision of transportation and utility infrastructure.
- Responsible for preparing a range of written materials, including reports, recommendations and other communications materials in support of policies and programs.
- Hires, supervises, directs and mentors staff. Manages staff development plans, provides coaching and performance management to achieve department and corporate objectives and ensures staff adhere to corporate and board policies. Leads, mentors and coaches staff, recognizing the importance of leadership, supervisory and technical training.
- Liaises with other functions, departments, external agencies, regulators, municipalities and the public on various issues related to the function's work. Partners with external resources to further objectives and ensures adequate engagement and communication with key stakeholders. Reviews policy documents and legislative changes as relevant to the Regional Planning function. Works collaboratively to garner the support, input and resources necessary to effectively complete work. Directs the work of consultants and contractors.
- Ensures the function's activities are consistent with the division's and organization's goals and objectives. Facilitates information sharing among staff to transfer knowledge and experience; and provides progress reports to the Deputy General Manager and others as required.
- Provides advice and guidance in area of specialization to others within Metro Vancouver and on behalf of the organization; represents the organization to the media, elected officials, and the public as required.
- Performs other related duties as required.

**To be successful, you have:**

- 10 years of recent, related experience supplemented by a university degree in a relevant field such as urban or regional planning, business administration, economics or engineering; or an equivalent combination of training and experience.
- Membership or eligibility for immediate membership as a Professional Planner with PIBC is an asset.
- Extensive technical expertise and applied understanding of relevant planning principles, methodologies, practices and research techniques. Demonstrated ability to develop and evaluate the effectiveness of policy as it relates to regional land use and growth management. Excellent analytical abilities and considerable experience balancing community, environmental and economic objectives.
- Excellent written and oral communication skills including sound report writing and presentation skills. Persuasively communicates complex information to diverse audiences and upholds the reputation of the organization in communications with the public, member municipalities, external agencies, the media, and elected officials.
- Excellent interpersonal skills and ability to build and maintain effective working relationships with internal and external contacts under circumstances that may be controversial, considerably complex and time sensitive. Skilled in dealing openly, tactfully and sensitively in a variety of situations. Demonstrated ability to work effectively and collaboratively with elected officials, community stakeholders and the public.

- Excellent budgeting and financial management skills. Demonstrated ability to manage and monitor budgets, meet financial objectives and ensure the effective and efficient expenditure of allocated funds.
- Demonstrated ability to work in a team-oriented work environment and to contribute constructive ideas and experiences. Ability to effectively manage disagreements to prevent the escalation of conflict; seeks to include team members in decisions that will impact them.
- Demonstrated ability to make complex and sometimes controversial decisions or recommendations; exercise a high degree of independent judgment; administer work through unforeseen circumstances; and resolve problems with implications beyond the work at hand. Strong organizational and time management skills.
- Proven ability to lead, supervise, coach and guide others while enhancing individual and team effectiveness. Ability to mentor and foster the development of direct reports and provide leadership for complex and challenging work. Sound understanding of and ability to consistently apply labour and employee relations principles and practices including applicable collective agreements and corporate policies.
- Proficiency using Microsoft Office programs including Word, Excel, Outlook and Project.
- Valid BC Class 5 Driver's License.

#### **Our Vision:**

Metro Vancouver embraces collaboration and innovation in providing sustainable regional services that contribute to a livable and resilient region and a healthy natural environment for current and future generations.

At Metro Vancouver, we are committed to cultivating a diverse, safe, equitable, and inclusive work environment for all. We strive to attract and retain a talented, diverse workforce that is reflective of the region we serve. If an accommodation is required during the recruitment and selection process, please contact [careers@metrovancover.org](mailto:careers@metrovancover.org) for support. Learn more about our commitments to diversity, equity, and inclusion [here](#).

*Please follow this link <https://metrovancover.org/about-us/careers> to our Careers page where you can submit your application by September 17, 2024.*