

Planner I, Strategic Projects

Three-Year Term Position

Full-Time, (35 hours/week)

\$77,859.60 - \$97,333.60/annum

Come work with us!

At the City of Leduc, our mission is: People. Building. Community. We offer a collaborative and dynamic workplace where our values of Teamwork, Service, Respect and Leadership guide our conduct and contribute to a healthy culture. If you would like to work as part of a progressive and growing organization and enjoy a fast-paced environment, then this may be the opportunity for you.

What is the Opportunity?

We are currently recruiting a temporary, full-time **Planner I, Strategic Projects** in our Planning and Economic Development Department.

The Planner I, Strategic Projects reports to the Manager of Planning and Development and also takes directions from the Director of Planning and Economic Development and the General Manager of Infrastructure and Planning. The position consults with numerous external and internal stakeholders on a daily basis in order to carry out required duties. The position will support work on special projects and planning studies. They will help to develop supportive research and mapping, and review related documents as necessary to support these projects and studies. They may also manage and review planning applications and projects including those for development, subdivision, redistricting, outline plans and area structure plans, regional plans, and provincial legislation. The Planner I, Strategic Projects provides a planning perspective to issues within the City in order to ensure that development in the City is planned responsibly and is executed in conformance with all relevant legislation, statutory plans, bylaws and policies.

What will you do?

- Provide professional planning support research, services and advice to the functional area, the City's Subdivision Authority, the Subdivision and Development Appeal Board (SDAB), City staff and Council.
- Provide technical support services (mapping, document reviews, report preparation, etc.) to support the City's strategic land use projects as assigned.
- Provide professional planning advice, answer inquiries and assist on interpreting the City's Land Use Bylaw (LUB), the Municipal Development Plan, Area Structure Plans, other planning documents, and related land use planning and development matters for the public, development industry, builders and contractors, the functional area, the City's Subdivision Authority, the SDAB, City staff and Council.
- Support the processing of applications for subdivisions, redistricting, outline plans, area structure plans, and amendments to statutory plans and approved outline plans.
- Research and analyze land uses, growth trends, patterns, and opportunities and constraints in support of the City's strategic land use projects.
- Providing support and coaching to the Permit Clerks.

What do you need to succeed?

You are an ideal candidate if you have the following:

- Degree in Regional and Urban Planning, Urban Design, Environmental Science, Landscape, Architecture or Geography.
- Member or eligibility for membership with the Canadian Institute of Planner of Planners is mandatory.

- Minimum of one year of professional experience in planning, or a degree in a related field and a minimum of one year of relevant experience.
- Skill with ArcGIS Pro is required.
- Basic computer skills are required.
- Strong interpersonal skills with the ability to work both independently and collaboratively within a team and other departments.

MyRewards@COL

- Competitive salary
- LAPP pension
- Comprehensive health, dental and wellness benefits, including a generous healthcare spending account
- Professional development opportunities
- Starting at 3 weeks' Vacation per year
- Flexible work arrangements, including a hybrid work environment and participation in an Earned Day Off program
- Safe office location in a park-like setting
- Free parking
- Annual City of Leduc recreation pass, including access to free drop-in programs

The successful candidate must be willing to provide a current Criminal Records Check at own expense.

If this sounds like you, please apply through our website at www.leduc.ca/careers

Competition closes at 11:59 pm (MT) on February 13, 2025.

This competition may be used to fill future vacancies at the same or lower classification level. Due to the high volume of resumes received, we are not able to respond to individual phone calls. We thank all applicants for their interest; however, only those selected for interviews will be contacted.