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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** at the City of Surrey*

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

Exempt – Regular Full-Time

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

- Number of Job Openings: 1
- Pay Grade: M6
- Annual Rate: \$179,115 - \$210,723 (2024 Rate)

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