

BUILD A CITY. BUILD A FUTURE.



Cultural Planner (Parks, Recreation and Culture Planner)

*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 City's Cultural Services Division is looking for a collaborative and detail-oriented Cultural Planner to help the City achieve its vision to be a thriving, green, inclusive City. Reporting to the Manager of Culture, the Cultural Planner will be integral in developing cultural plans, strategies, and initiatives to support the development of cultural infrastructure and experiences that build social capital for a resilient, sustainable, compassionate, and creative community of diverse residents.

EMPLOYMENT STATUS

Union - CUPE Local 402 – Regular Full-Time

RESPONSIBILITIES

As the Cultural Planner, you will:

- Lead research and planning projects, and support implementation of a wide range of short and long-range cultural planning initiatives.
- Work in collaboration with interdisciplinary teams, including community, land-use and parks planners, and subject matter experts in arts, heritage, and economic development.
- Provide cultural content for Neighbourhood and Town Centre Plans and other community and park plans.
- Facilitate staff, public and community group consultation meetings, workshops, and various planning sessions.
- Write reports and present findings to stakeholders, senior management, committees, and elected officials.
- Establish metrics for measuring Surrey's cultural vitality.
- Maintain relevant data sets, including asset maps of cultural resources (presentation and performance venues, cultural workers, businesses etc.).
- Advise on and direct implementation of plans and proposals, working drawings, schematic sketches, specifications, contracts and manage those consultants and contracts.
- Develops contracts and supervises consultant contracts.
- Maintain a working relationship with external experts, agencies and stakeholders that provide data and best practice cultural planning information and advice.
- Supervise and manage the work of contractors and junior staff.

QUALIFICATIONS

The ideal candidate shares the City's values of Community, Innovation, Integrity, Service and Teamwork, and wants to be part of a dynamic team working to build a vibrant city. The successful candidate will have the following qualifications:

- A Master's degree in Planning, Architecture or Landscape Architecture or related discipline.
- Minimum two years of relevant experience engaged in cultural planning work.
- Or a Degree in Planning or in a related discipline and four years' relevant experience in parks, recreation or planning.
- Valid BC Driver's License.
- Membership in the Planning Institute of British Columbia, Architectural Institute of BC, or BC Society of Landscape Architects is desirable.

The successful candidate will also have:

- Knowledge of legislation and best practices relevant to cultural planning practice, and familiar with public art and placemaking and contemporary visual and/or performing arts practices.
- Experience planning and implementing capital projects (public art, placemaking, facilities).
- Experience leading research projects, and working with planning data sets.
- Demonstrated experience applying equity, diversity, and inclusion lenses.
- Strong interpersonal skills to plan, lead and facilitate community engagement in a variety of formats.
- The ability to work effectively independently, and with a diverse team of contract, union, and exempt staff.
- Advanced communication skills both written and verbal to support report writing and presentations.
- Experience working within a municipal government environment will be an asset.

Other Information

Hourly Rate: \$53.84

Steps	Hourly Rate
Step 1	\$53.84
Step 2 (6 Months)	\$55.86
Step 3 (18 Months)	\$58.40
Step 4 (30 Months)	\$60.82

CONDITIONS OF EMPLOYMENT

- This position requires completion of a Police Information Check with a Vulnerable Sector check.
- Successful applicants must provide proof of qualifications.

APPLY

If you are interested in this opportunity, please apply at <https://www.surrey.ca/about-surrey/jobs-careers> to Job ID 6388.