



Make working for  
The City work for you.



## Team Lead, Strategy and Service

If you are committed to public service, enjoy collaborating with others, share our values and have a desire to learn and grow, join [The City of Calgary](#). City employees deliver the services, run the programs and operate the facilities which make a difference in our community. We support work-life balance, promote physical and psychological safety, and offer competitive wages, pensions, and [benefits](#). Together we make Calgary a great place to make a living, a great place to make a life.

The City is committed to fostering a respectful, inclusive and equitable workplace which is representative of the community we serve. We welcome those who have demonstrated a commitment to upholding the values of equity, diversity, inclusion, anti-racism and reconciliation. Applications are encouraged from members of groups that are historically disadvantaged and underrepresented. Accommodations are available during the hiring process, upon request.

As Team Lead, Strategy and Service, you will support facilities strategies and portfolio plans that guide capital investment and service delivery. You will provide consistent, structured, and fit-for-purpose customer service to Service Lines and partners, methodically undertaking a robust analysis of facility supply and demand. You will also ensure that investment decisions are informed by both qualitative and quantitative data and evidence, aligned with the City's Corporate Facility Planning & Delivery Policy and Framework.

Primary duties include:

- Coordinate the execution of facility strategies, service plans, and capital portfolio plans that align with corporate priorities and long-term service delivery goals.
- Coordinate service-specific facility planning activities by applying portfolio category, facility type, and community sector analysis to identify geographic and functional requirements.
- Supervise and coach a multidisciplinary team, promoting a culture of accountability, innovation, and continuous improvement.
- Guide the team in applying scope management practices to improve delivery timelines and outcomes.
- Facilitate cross-functional collaboration and ensure transparency, alignment, and continuous engagement with key groups throughout the facility portfolio optimization and planning process.
- Ensure program compliance with governance frameworks, regulatory requirements, and performance metrics.

### Qualifications

- A degree in Planning, Architecture, Engineering, Public Administration, or a related field and at least 8 years of progressively responsible experience in infrastructure planning, capital program development, or public sector service delivery.
- Equivalent combinations of education and experience may be considered.
- Experience in supervising, coaching, and mentoring staff will be considered an asset.
- Experience in facilitation, report writing, and developing presentations will be considered an asset.
- A certification in Corporate Real Estate, Planning, or as a Project Management Professional (PMP) or Program Management Professional (PgMP) would be considered an asset.
- The successful candidate will possess excellent communication, innovation, and leadership skills, along with the ability to foster collaboration and organization among multiple parties.

### Pre-employment Requirements

- Applicants will be tested for appropriate skills.
- Successful applicants must provide proof of qualifications.

### Workstyle

- This position may be eligible to work from home for at least part of the time as one of several flexible work options available to City employees. Such arrangements are based on the operational requirements of the position and employee suitability and are subject to change based on operational needs and corporate direction.

Union: Exempt  
Position Type: 1 Permanent  
Compensation: Level A2 \$113,400 – 141,700 per annum  
Hours of work: Standard 35 hour work week  
Audience: Internal/External

Business Unit: Project Development  
Location: 800 Macleod Trail SE  
Days of Work: This position typically works a 5 day work week, earning 1 day off in each 3 week cycle.  
Apply By: October 24, 2025  
Job ID #: 312675

Apply online at [www.calgary.ca/careers](http://www.calgary.ca/careers)