

BUILD A CITY. BUILD A FUTURE.



PLANNING TECHNICIAN 1 – COMMUNITY PLANNING & SUSTAINABILITY (2-Year Term)

*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 Community Planning and Sustainability Division is recruiting for a junior climate policy professional eager to help shape the future of one of Canada's fastest growing municipalities. As a core member of the climate action team, the Sustainability Planning Technician will help advance Surrey's climate commitments through implementation of the Climate Change Action Strategy (CCAS). You will bring a passion for supporting the development and implementation of policies, programs, and projects that reduce community greenhouse gas (GHG) emissions, while strengthening climate adaptation and resilience.

What we offer for this Planning Technician position:

- Opportunity to work from home/remotely 2 days a week.
- A chance to work in a dynamic and a highly diverse planning environment.
- Ongoing personal growth and professional development opportunities.
- Opportunity to be involved in major land use planning and policy initiatives from a sustainability perspective, including implementing the Official Community Plan and Zoning Bylaw, and developing land use plans.

EMPLOYMENT STATUS

Union - CUPE Local 402 – Project (2 Years)

RESPONSIBILITIES

As the Planning Technician your primary responsibilities include:

- Provide technical planning support for policies, programs and projects that reduce GHG emissions from buildings and transportation and increase resilience to climate change impacts.
- Conduct research, including best practices reviews, policy scans, data compilation, analysis, and interpretation.
- Assist in the preparation and updating of policy documents.
- Prepare communication materials, including e-newsletters, website content, and public-facing campaign materials.

INTEGRITY • SERVICE • TEAMWORK • INNOVATION • COMMUNITY

Help us build a world-class city. We are hiring talented innovators seeking meaningful work to drive our city - and their careers - forward.
Apply online at www.surrey.ca/careers



- Support the systems and processes for tracking, reporting and communicating sustainability and climate action data, including databases, maps, graphics, and indicator dashboards.
- Assist with public engagement activities, including preparing engagement materials, participating in events, and summarizing engagement results.
- Respond to inquiries from the public, staff, and external agencies regarding the City's climate action initiatives.
- Contribute to reports, presentations, and other planning documents, and perform other duties as required.
- Build relationships and work collaboratively across departments to support climate initiatives.

QUALIFICATIONS

- A Bachelor's Degree in sustainability, planning, public policy, resource and environmental management, engineering, environmental science, public administration, or a related field from a recognized post-secondary educational institution, supplemented by relevant experience in sustainability and climate action. An equivalent combination of education and experience may be considered.
- Strong written and verbal communication skills, a solid understanding of sustainability and climate action principles, and proficiency with relevant computer applications such as Excel, GIS, Illustrator, and InDesign are assets.

OTHER INFORMATION

Pay Grade: 22

Hourly Rate: \$41.75

Pay Steps	Hourly Rate
Step 1	\$41.75
Step 2 (6 months)	\$43.49
Step 3 (18 months)	\$45.20
Step 4 (30 months)	\$46.89

APPLY

If you are interested in this opportunity, please apply at <https://www.surrey.ca/about-surrey/jobs-careers> to Job ID 7295.

INTEGRITY • SERVICE • TEAMWORK • INNOVATION • COMMUNITY

Help us build a world-class city. We are hiring talented innovators seeking meaningful work to drive our city - and their careers - forward.
Apply online at www.surrey.ca/careers

