

**Job Information**

Employer Name: **The City of Calgary**

AAA Member :  Yes  No

Job Title: **Planner 2 (Urban Design)**

Job Type (F/T or P/T): **FT**

Location(s): **800 MacLeod Trail SE**

Expected Start Date:

Website Address: [https://recruiting.calgary.ca/psc/pdhr/EMPLOYEE/HRMS/c/HRS\\_HRAM\\_FL.HRS\\_CG\\_SEARCH](https://recruiting.calgary.ca/psc/pdhr/EMPLOYEE/HRMS/c/HRS_HRAM_FL.HRS_CG_SEARCH)

**Job Description**

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 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.

As a Planner 2 within City Wide Urban Design, you are charged with preparing planning and urban design policy and guidelines. Furthermore, you will contribute to the two main lines of service for the Community Planning Business Unit; creating and recommending local area policy plans to achieve Municipal Development Plan goals, and enabling development through planning applications approvals. As an Urban Design expert you are expected to work collaboratively with staff, applicants and consultants to ensure that design expectations are communicated and high quality outcomes achieved on development applications.

Primary duties include;

Review land use designations, outline plans and development permit applications.

Review pre-application requests and provide advice and guidance to customers.

Conduct research and analysis and present planning reports and planning policy documents.

Negotiate with applicants and provide interpretation guidance to external stakeholders on policy development initiatives and planning applications.

Coordinate and obtain input from interdepartmental stakeholders on policy development and planning applications.

Ensure consistency between plans within communities, as well as neighbouring communities.

Recommend decisions to Calgary Planning Commission on outline plan/land use amendment applications, policy plans and policy plan amendments.

Respond to inquiries from external stakeholders, including the general public.

Understand, communicate and implement the design review process and the roles of both City Wide Urban Design and Urban Design Review Panel within the development review process.

Union: CUPE Local 38

Business Unit: Community Planning

Position Type: Temporary (Up to 12 months)

Location: 800 MacLeod Trail SE

Compensation: Pay Grade 13 \$43.49- 58.18 per hour (2017 rates)

Days of Work: This position works a 5 day work week with one day off in a 3 week cycle.

Hours of work: Standard 35 hour work week

Audience: Internal/External

Apply By: February 27, 2019

Job ID #: 301764

## Qualifications & Skill Sets

A degree in Planning recognised by the Canadian Institute of Planners (CIP) and a minimum of 3 years of progressively more responsible and varied planning experience OR;  
A degree in a planning related discipline (Architecture, Landscape Architecture, Urban Design), and a minimum of 4 years planning related experience.  
Design education and experience in Urban Design will be considered assets.  
Knowledge and experience of computer graphics software, including 3D visualization programs.  
Membership with the Alberta Planners Institute (APPI) would be considered an asset.  
Experience involving a broad range of projects in a major urban municipality.  
Strong communication skills with the ability to effectively write about design concepts and to negotiate and collaborate on quality outcomes.  
A strong passion for urban design with a demonstrated ability to work in a customer-oriented and collaborative environment while adhering to tight timelines and changing priorities.  
Strong strategic, conceptual and analytical thinking, customer service and change management awareness.

## Contact Information

(Please indicate any documents which applicants are required to submit, i.e. portfolios, cover letter, etc)

Successful applicants must provide proof of qualifications.

Apply Online:

[https://recruiting.calgary.ca/psc/pdhr/EMPLOYEE/HRMS/c/HRS\\_HRAM\\_FL.HRS\\_CG\\_SEARCH\\_FL.GBL?FOCUS=Applicant&Page=HRS\\_APP\\_JBPST\\_FL&JobOpeningId=301764&PostingSeq=1&SiteId=1](https://recruiting.calgary.ca/psc/pdhr/EMPLOYEE/HRMS/c/HRS_HRAM_FL.HRS_CG_SEARCH_FL.GBL?FOCUS=Applicant&Page=HRS_APP_JBPST_FL&JobOpeningId=301764&PostingSeq=1&SiteId=1)