

Senior Planner & Project Manager (Full Time)

Aaron Aubin Consulting Inc. is an Indigenous-owned professional consulting firm that provides tailored and innovative community planning and design, land use, governance, capacity building, and governance solutions. Our thriving Calgary office is currently seeking a talented, enthusiastic, and highly motivated individual for the position of **Senior Planner**. Candidates with Indigenous heritage are strongly encouraged to apply.

Minimum Qualifications

The successful candidate will have, at a minimum, the following qualifications:

- Graduate or bachelor's degree in planning or a related field combined with significant professional experience
- 7+ years of professional experience in land use planning, public engagement, or a related field
- Demonstrated progression of responsibility, including direct supervision of staff and/or consultants
- Experience in managing a portfolio of projects, creating project work programs, prioritizing, and delegating tasks
- Membership (or eligible for membership) in the Alberta Professional Planners Institute or the Canadian Institute of Planners
- Valid Class 5 Drivers' License with an excellent driving record

Preferred Experience

Demonstrated professional experience in the following areas is considered a strong asset:

- Managing a broad range of community and public engagement projects, and related teams
- Preparing professional documents including land use plans, reports, briefings, and other public-facing materials
- Reviewing multiple concurrent variables and identifying trends, issues, and making recommendations
- Leading and facilitating meetings with community and targeted stakeholder groups
- Engaging various parties (e.g. public, development industry, local government) on complex land use matters
- Experience working in a planning capacity in a consulting or local government setting

Knowledge

Expertise or awareness in the following areas is considered an asset:

- Indigenous culture and contemporary topics in Indigenous community planning and governance
- Land use planning legislation and other provincial and federal regulations
- Project management, organizational principles, organizational behaviour, and interpersonal facilitation
- Fluency in an additional language, such as French or an Indigenous language

Skillssets

Capability in the following areas is considered an asset:

- Strong leadership skills, team-building attributes, initiative, and drive to lead projects to successful completion
- Public engagement and public speaking skills
- Ability to transition quickly and seamlessly between diverse projects, clients, geographies, and outcomes
- Ability to work with a variety of applications in a Mac OS environment - Microsoft Office, Google Apps, Adobe Suite
- Comfort participating in group events and activities, including networking and group facilitation
- Ability to successfully work both independently and collaboratively in a team environment
- Demonstrated passion about working closely with Indigenous communities, municipalities, and governmental agencies

Work Environment

Headquartered in Calgary, Aaron Aubin Consulting Inc. operate in a professional and collaborative studio environment, featuring the latest in technology and ergonomic work stations to support creative problem solving. This position will involve driving and potential air travel to meetings and events. The successful candidate may also be required to occasionally assemble engagement event materials and push, pull, or lift such materials of up to 30 pounds.

To apply send a cover letter and resume, quoting the job title in the subject line to: careers@aaronaubin.com.

Preference will be given to candidates with Indigenous heritage (First Nation, status or non-status, Métis, Inuit).

Candidates chosen for an interview will require three (3) work related references. The successful candidate for the position will be required to complete a police background check.