



CITY OF CHILLIWACK

Assistant Manager, Long Range Planning Full Time Exempt

If you are an enthusiastic, self-motivated individual who demonstrates initiative and wants to work for a forward-thinking, creative employer, this opportunity is for you! The Planning & Strategic Initiatives Department with the City of Chilliwack, a growing and vibrant community of 98,000 located 100 kilometres east of Vancouver, is seeking a dynamic individual to fill the position of Assistant Manager, Long Range Planning.

Reporting to the Manager of Long Range Planning this EXEMPT position performs highly skilled professional planning work of a complex nature to develop and implement a variety of plans and projects in keeping with the City's long-range objectives. In this role you will develop bylaws, policies, reports, plans, and strategies related to city planning, including community safety, community development and neighbourhood planning. You will establish and maintain effective working relationships with representatives from all levels of government, diverse sectors, non-profit organizations and communities, working collaboratively with community partners, stakeholders, and consultants to coordinate, complete, and implement planning projects and strategic initiatives. You will represent the department at community and committee meetings, provide advice and recommendations on policies/initiatives/ programs to implement Council objectives and communicate City policies. In addition, you will provide effective communication to respond to concerns raised by community members.

You have a university degree in community planning, and/or community development combined with five to seven years of related work experience in roles of progressive responsibility, involving development planning, social planning, public engagement, policy development, and the formulation of plans. You are well versed in municipal planning processes, provincial and federal regulations, policies, procedures, plans and bylaws related to the work performed. You have strong communication skills (verbal and written), including the ability to analyze and clearly articulate complex information and present views and ideas effectively to elected representatives, appointed officials, committees, and stakeholders. You demonstrate excellent organizational skills with the proven ability to manage multiple projects under specific deadlines. You also have in-depth knowledge of factors affecting community safety and effective strategies to address homelessness and related supports.

We offer a very competitive salary and benefits package for this exempt position, and a great work environment that prides itself on employee satisfaction. The successful candidate must be available to work a varied schedule which includes day, weekend, and/or evening shifts.

We offer a great work environment that prides itself on employee satisfaction. If this job is a good fit for you, apply at jobs.chilliwack.com and create your on-line profile to apply today.

Assistant Manager, Long Range Planning

Competition Number:E2102

Closing Date: August 24, 2021

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