

Senior Planner (Policy Planning)

Job Type: Regular Full-Time

Employment Group: CUPE Inside

Date Posted: May 8, 2023

Closing Date: May 23, 2023

Job Category: Planning

Branch/Location Office: City Hall

City: Port Moody

Province / State: British Columbia

Salary Range: \$49.61 - \$53.41/Hour

www.portmoody.ca/careers

The City of Port Moody has an opportunity for a regular, full-time Senior Planner, reporting to the Manager of Policy Planning.

The Senior Policy Planner prepares comprehensive community planning documents and policies, leads studies, writes and edits reports, oversees consultants and provides support to advisory committees. This position will provide very high-quality information and reports, options, analysis and recommendations that lead to innovative and balanced solutions with consensus. The Senior Planner will effectively oversee work programs, budgets and consultants to achieve excellent customer service, strong team building and efficient workload management.

Basic Qualifications:

- A Master's Degree in Community Planning or related field (ie: Architecture, Urban Design, Landscape Architecture), membership in the Planning Institute of British Columbia and the Canadian Institute of Planners, and a minimum of 5 years of related professional experience and knowledge in community planning principles, practices and procedures, including considerable experience in preparing municipal plans, bylaws, policies and design guidelines; drafting Official Community Plans and updates; integrating regional growth strategy directions; and writing and editing professional reports.
- Experience processing and understanding of policy impacts on development applications
- Experience in sustainability, environmental management, urban economics

and /or urban design would be an asset

- Considerable knowledge of the policies, objectives and legislation related to land use development and control
- Sound knowledge and ability in standard statistical and research methodology
- Ability to provide community planning policy advice, analysis, options and recommendations, with minimal supervision
- Ability to perform difficult technical research, prepare complex reports, make public presentations and recommendations to public officials
- Ability to maintain effective working relationships with elected officials, clients and the public
- Ability to co-ordinate a wide range of complex interests, policies and work programs while exercising consistent judgement and creativity
- Proficiency with MS Office and internal records management systems

Please note that employment with the City of Port Moody is subject to the receipt of a satisfactory Police Information Check and also a satisfactory Driver's Abstract.

Applicants are advised that it is a condition of employment with the City that a successful candidate who is not already employed by the City provide proof that they are fully vaccinated against COVID-19, subject only to human rights-based accommodation in applicable circumstances.

The City of Port Moody strives to be an employer of choice and offers an excellent benefits package, professional development opportunities and, for some positions, remote work opportunities.