



Planning Analyst

Permanent Full Time

Posting No. 067-24

May 27, 2024

Situated within the shared, unceded territory of the Łílwat7úl (Lílwat People) and Słkwxwú7mesh (Squamish People), the Resort Municipality of Whistler (RMOW) is a vibrant destination resort community, local government organization and leader in providing municipal programs, services, progressive planning and infrastructure. The RMOW is a high performance municipal organization and significant tourism economy serving a community of 14,000 permanent residents and over three million annual visitors. Whistler's vision is to be a place where our community thrives, nature is protected and guests are inspired.

The Planning department of the Climate Action, Planning and Development Services division has an opportunity for qualified individuals to apply for the position of Planning Analyst. Reporting to the Manager of Planning Projects and the Director of Planning, this position offers 72-hours bi-weekly starting as soon as possible.

The Planning Analyst focuses on long-range resort community planning and plays an active role in policy development and addressing housing as a Council priority. This role will maintain the department's datasets, carry out research, assist with bylaw development, draft policy documents, respond to public inquiries, assist with consultation, process license applications and, at times, support development planning.

Qualified candidates possess a bachelor's degree in urban or regional planning or a related discipline, supplemented by at least 2 years of experience in a professional planning role and eligibility for membership with the Canadian Institute of Planners. Candidates must have knowledge of, and applied experience with planning theory and trends; research methodologies; public engagement and stakeholder collaboration techniques; the legislative framework applicable to planning in BC; and developing and presenting policy documents. Candidates must also have a strong ability to conduct research, compile data and analyze information, and be proficient with Microsoft Office Suite with the ability to learn new and changing technology. Knowledge of the Whistler resort community and municipal departments and programs is considered an asset.

The successful candidate will demonstrate the ability to work independently, effectively manage several files and projects at once, exercise critical thinking and make sound recommendations through clearly articulated written and verbal presentations. In addition, the ability to interact effectively, courteously, and professionally with the public, planning applicants and other municipal staff is essential. The successful candidate demonstrates commitment to promoting a diverse and equitable workplace within their team and will create and maintain effective working relationships with others while contributing to a positive team environment. The starting wage for this job position is \$48.27 per hour.

As a requirement of the position, the successful applicant must hold a valid class 5 BC driver's license and must provide a satisfactory driver's abstract and a satisfactory Police Information Check prior to beginning employment.

Interested candidates are invited to submit a resume and cover letter online at www.whistler.ca/careers

Posting No. 067-24 | Deadline for applications is June 10, 2024

We thank all applicants for their interest however, only those candidates selected for further consideration will be contacted.

The Resort Municipality of Whistler is committed to being an equal opportunity employer who embraces and respects diversity.