

BUILD A CITY. BUILD A FUTURE.



PARKS PLANNER 1

As one of the fastest growing cities in Canada, City of Surrey is a globally recognized leader in building vibrant, sustainable communities through technology and innovation. City of Surrey employees are talented innovators, inspired by meaningful work and the opportunity to drive our city—and their careers—forward. Build a City. Build a Future at the City of Surrey.

SCOPE

Working in conjunction with parks planning and design staff, this varied and complex work involves managing and preparing strategic plans, policy documents and related work for the planning of Parks, Recreation and Culture areas and amenities.

This is a Regular Full-Time position, with some field work and attendance at public engagement meetings required. Hours may vary based on project needs.

EMPLOYMENT STATUS

Union - CUPE Local 402 – Regular Full-Time

RESPONSIBILITIES

As a Park Planner I, you will lead, coordinate, and support a variety of complex planning assignments, that could include the PRC 10-year Strategic Plan Update, the Grandview Heights Community Park Plan, and a waterfront park concept plan, among other park planning and design projects. You will:

- Coordinate with staff, stakeholders, and consultants, while ensuring alignment with departmental objectives and broader City strategies
- Review and provide detailed technical comments on complex development applications related to parks, recreation, and culture.
- Prepare and update policy documents, bylaw amendments, and comprehensive planning reports.
- Lead public engagement sessions, focus groups, and stakeholder meetings
- Write requests for proposals, review and manage contracts for various consultants concurrently.
- Lead and/or assist with park planning for new neighbourhood concept plans and smaller park plans.
- Collaborate with park designers and other staff in the Parks Department on the delivery of various park projects.
- Review the work of, and provide mentorship to, junior staff.
- Stay current with emerging planning practices, sustainable design principles, and relevant legislation.

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Other skills include:

- Team oriented with an open and collaborative approach to project delivery.
- Proven ability to manage projects independently and collaboratively.
- Strong public engagement and facilitation skills. Comfortable with presenting complex materials to various audiences, individually and in large groups.
- Excellent written and verbal communication skills.
- Proficiency with software such as GIS, and other planning/design tools.
- Proven knowledge of relevant urban planning practices, legislation and sustainability principles, as well as park design and the land development approval process.

QUALIFICATIONS

- Master's degree in planning or in Landscape Architecture plus a minimum of two years relevant experience in parks, recreation and culture planning; or a Degree in Planning or in a related discipline and four years' relevant experience in parks, recreation and culture planning. An equivalent combination of education and experience may be considered.
- A Valid B.C. Driver's License with a safe driving history.
- Membership in the Planning Institute of British Columbia or British Columbia Society of Landscape Architects is preferred.

Applicants under consideration will be required to consent to a Police Information Check. Successful candidates will be required to provide proof of qualifications.

Pay Steps	Hourly Rate (2024 Rates)
Step 1	\$55.86
Step 2 (6 months)	\$58.40
Step 3 (18 months)	\$60.82
Step 4 (30 months)	\$63.35

This Posting Closes on April 13, 2026.

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