

Cultivate Your Career



DIRECTOR, PLANNING & DEVELOPMENT **PERMANENT FULL TIME**

Organization	City of St. Albert
Website	www.stalbert.ca
Department	Planning & Development
Location	5 St. Anne Street, St. Albert
Compensation	\$155,036-\$187,036 per annum
Closing Date	July 14, 2024
Competition #	24/128

OPPORTUNITY

As Alberta's 'Botanical Arts City', St. Albert is a community renowned for its botanical arts, its commitment to a green lifestyle, and the cultivation of activities that provide for a well-rounded quality of life. Our employees provide over 66,000 residents with high-quality programs and services and are proud to contribute to making St. Albert one of the best places to live in Canada.

The City of St. Albert has an exciting opportunity for a highly capable Director of Planning & Development. Reporting to the Managing Director, Planning & Infrastructure, the Director is responsible for providing overall direction for land use planning and development within St. Albert.

The Director assures that the goals of City Council and the community are articulated through the Municipal Development Plan, Area Structure Plans, and other statutory plans, and are implemented on a day-to-day basis through decisions on subdivision, development permit, and building permit applications. The position acts as the development authority and the subdivision approving authority for the City of St. Albert.

The position is responsible for developing and managing people, work plans, and budgets. Other core responsibilities of the role include continuous improvement, responding to public and council inquiries, and maintaining top-quality customer service. This role must effectively manage resources to provide high quality, cost-effective service to residents and clients.

QUALIFICATIONS

- Undergraduate degree in Urban Planning or related field. Master's Degree preferred.
- Minimum 10 years progressively responsible planning experience in an urban and municipal context.
- Minimum 5 years experience managing staff, practicing leadership, and strategic planning.
- Membership in Canadian Institute of Planners (MCIP) or equivalent.
- Exceptional understanding of the theory and application of land use planning in an urban setting.
- Strong leadership skills, with the ability to direct and motivate a diverse team.

- Demonstrated political acumen, sensitivity, and the ability to forge agreement amongst differing parties.
- Ability to translate highly technical information to a broad range of audiences.
- Skill in forming and maintaining relationships with internal and external stakeholders.

COMPENSATION

\$155,036 - \$187,036 per annum. In addition, the City of St. Albert offers a generous and comprehensive benefit package.

HOURS OF WORK

This position works 40 hours per week, Monday – Friday (8:00 – 5:00) and receives one Earned Day Off (EDO) per month.

The position may require attendance of meetings and events outside of normal work hours.

The successful applicant may be eligible for a hybrid (office/home) work arrangement.

CONDITIONS OF EMPLOYMENT

The successful applicant will be required to obtain a satisfactory police information check.

The successful candidate will be required to provide proof of educational and professional credentials.

A valid Class 5 Drivers License and a personal vehicle for work use are required.

APPLICATION PROCESS

If you are interested in this opportunity, please submit a cover letter and resume via our City of St. Albert employment opportunities site www.stalbert.ca/employment

CLOSING DATE

July 14, 2024

We wish to express our appreciation to all applicants for their interest and effort in applying for this position. However, only candidates selected for interviews will be contacted.