



**EMPLOYMENT OPPORTUNITY
-PLANNER-
Town of Lumsden
and
Rural Municipality of Lumsden No. 189**



Reporting to the Chief Administrative Officer (CAO) for the Town of Lumsden & RM of Lumsden No. 189, the Planner will play a key role work that requires the application of professional planning techniques and principles.

Responsibilities include:

- Timely, effective and correct assessment of land use, planning, subdivision and development proposals.
- Working directly with developers, surveyors, engineers, stakeholders and the public to promote and enable sustainable community development through the implementation of development policies and bylaws.
- Provide detailed technical information and recommendations through written reports, public responses, studies and presentations on current planning issues and the implications of development proposals, land use and development.
- Review drawings, specifications, plans and applications to make sure they comply with municipal specifications.
- Represent the respective municipalities while participating in meetings of Committee and Council, with other municipalities, at public meetings, public hearings, appeal hearings and in discussions with consultants, contractors and developers.
- Provide recommendations regarding Zoning Bylaw, Official Community Plan Bylaw and other planning-related bylaw amendments as well as studies or special projects.
- Supervise assigned staff; assists with hiring, establishes work assignments and directs planning staff.

Successful Applicants will:

- Have a university degree in urban and/or rural planning or a related discipline and six years of experience.
- Possession of full membership standing in the Canadian Institute of Planners (CIP), Saskatchewan Professional Planners Institute (SPPI).
- Demonstrate research and presentation skills, project management experience, understanding of land development and municipal policy planning.
- Proven Intermediate or stronger Microsoft Office skills, design software and GIS skills
- Enjoy direct liaison with clients and government approval agencies;
- Demonstrate design software and GIS skills using: ArcGIS and AutoCAD;
- Possess critical thinking and interpersonal skills and a strong attention to detail;
- Understand the importance of initiative, independence and problem solving;
- Have the capacity to work collaboratively, merging the areas of planning, architecture, design, and landscape architecture for the public interest;
- Demonstrate excellent English written and oral communication skills, including public consultation;
- Possess a valid driver's license.

Compensation:

The salary ranges from \$70,245 - \$96,250. Pension and benefit packages are also offered. This is a management position and includes the direction and supervision of a Junior Planner. It will be necessary to work overtime from time to time, that is included in your salary, to complete duties and tasks in a timely manner or to meet deadlines. Office hours are from 8:00-4:00 and include 7 regular hours, .5 hour banked toward an EDO and .5 hour unpaid lunch break. You will be required to attend Council meetings, typically 4 per month (3 of which are held in the evening). Time-in-lieu (at 1.0x) is earned for meetings you attend outside of regular office hours.

Qualified candidates should apply by submitting their resume to m.merkosky@lumsden.ca

To learn more about the Town of Lumsden and RM of Lumsden please visit <http://www.lumsden.ca>

We wish to thank all applicants; however, only those selected for an interview will be contacted.