



# Current Planner Posting 2024/31

As the County of Wetaskiwin continues its commitment to revitalize and enhance its economic landscape and mission for sustainable growth and development, we are currently recruiting for a dynamic and visionary individual to join the Planning & Development Department as a Current Planner in a permanent full-time capacity.

## COUNTY OF WETASKIWIN

Located along the bustling Highway 2 corridor, the County of Wetaskiwin offers an ideal setting for ongoing and innovative development and planning initiatives. Our strategic position in central Alberta, near the Edmonton Capital Region, provides ample opportunities for leveraging our natural resources and fostering sustainable growth. We envision harnessing the potential of this location to drive forward innovative ventures that contribute to both economic prosperity and environmental stewardship. Amidst its stunning natural beauty, including picturesque lakes and diverse landscapes, the County of Wetaskiwin also holds immense tourism potential, offering visitors and residents unforgettable experiences making it the ideal location to live, work, and play.

## POSITION SUMMARY

Reporting to the Director of Planning & Development, the Current Planner performs a broad range of planning and development functions in the Planning & Development Department. This Position is responsible for efficiently and effectively processing and considering Development Permits, Compliance Certificates, Development Agreements within the parameters of the *Municipal Government Act* and other relevant legislation, Municipal Development Plan, Land Use Bylaw, Area Structure Plans, and other municipal plans, Policies, and guidelines. The incumbent will assist Long Range Planning with planning initiatives, Area Structure Plans, Subdivision Applications, process Land Development Applications, as well as Redistricting Applications.

## REQUIREMENTS

- University degree in Planning, Urban Design, Geography, Environment, or another relevant professional field;
- Two (2) years related planning experience preferably in a municipal setting, with equivalent combinations of education and experience possibly being considered;
- A valid Class 5 Alberta Driver's License;
- Completion of or willingness to obtain an Applied Land Use Planning (ALUP) Certificate;
- Being eligible for membership the Alberta Professional Planner Institute (APPI) and the Canadian Institute of Planners (CIP) is considered an asset; and
- An International Association of Public Participation (IAP2) Certificate or equivalent is considered an asset.

## RESPONSIBILITIES

- Attend all Planning & Development Pre-Planning Meetings to provide advice and guidance to staff;
- Provide leadership and direction within the organization;
- Assist the Director in the follow-up required on Planning and Development Approvals;
- Assist the Director with long range design and standards policy research;
- Complete site inspections as required;
- Ensure all Development Permit Conditions are met;
- Issue Enforcement Letters from a development standpoint;
- Prepare for, present, and participate in meetings as required, including Council and SDAB;
- Review and approval of Development Permits and Certificates of Compliance; and
- Work with outside agencies to provide the services necessary for the decision-making process of Council.

## JOIN OUR TEAM

If you are an individual passionate about current planning and development and eager to enact change, we welcome you to join our efforts in shaping the future of the County of Wetaskiwin. Our organization boasts an exceptional corporate culture, complete with a social committee that organizes numerous activities year-round. We offer a comprehensive benefits package with a health and wellness spending account, pension program, vacation plan, alongside competitive compensation, which will be determined based on your experience. Together, we can unlock the full potential of our community and build a prosperous future for generations to come.

## APPLY

Interested candidates are invited to apply with a cover letter and resume by email to [bwolter@county10.ca](mailto:bwolter@county10.ca) or online at [www.county.wetaskiwin.ab.ca/jobs.aspx](http://www.county.wetaskiwin.ab.ca/jobs.aspx). Please indicate "Current Planner Posting 2024/31" in the subject line of your email. **The position posting will close at 12:00 p.m. on Monday, September 23, 2024.**

All applications are appreciated, however, only those candidates under consideration will be contacted directly. Please be advised that applications will be monitored daily, and interviews may be scheduled throughout the posting period.