

City of Edmonton Job Posting

54983 - Implementation Lead (Planner II)

Job Details:

ClassificationTitle: Planner II

JobType: Temporary

OpeningDate: May 26, 2026

ClosingDate: June 09, 2026 11:59:00 PM (MDT)

NumberOfOpenings: 2 - Temporary Full-time

Address: 5th Floor Edmonton Tower, 10111 104 Avenue

Country: Canada

Province: Alberta

City: Edmonton

ZipCode: T5J 0J4

UnionJurisdiction: CSU 52

Department: Urban Planning and Economy

The City of Edmonton is looking for a highly motivated and experienced planner to play a key role in leading the implementation of critical projects and initiatives related to land use planning, policies and procedures that drive innovation and excellence within Development Approvals and Inspections.

As the **Implementation Lead (Planner II)**, you will manage complex projects, ensure the successful execution of services and process changes from evolving policies and regulations. You will work with diverse collaborators, use your expertise in project management and land use planning to design technology and process solutions that support our operational teams, and contribute to the advancement of the City's strategic goals. If you thrive in a fast-paced environment and are eager to make a tangible impact on Edmonton's development landscape, this opportunity is for you.

What will you do?

- Lead and manage the full lifecycle of complex implementation projects related to land use planning, Zoning Bylaw amendments, permits and licensing processes, compliance and inspections
- Assemble and manage multidisciplinary project teams, establishing project goals, scope, timelines, and performance measures
- Apply expertise to implement the Zoning Bylaw and create new or revised policies, procedures, and programs while ensuring project and change management practices are applied
- Actively support continuous improvement initiatives by identifying areas for improvement and designing systems to increase efficiency and consistency in service delivery
- Facilitate workshops and meetings with internal and external collaborators
- Conduct qualitative and quantitative research and analyze data to measure operational performance and project success
- Develop business requirements and process maps in collaboration with the project team
- Execute change management strategies and create communication materials like web content, job aids, and 311 scripts
- Resolve conflicts using advanced judgment and diplomacy
- Provide technical support and mentorship to junior staff
- Lead procurement services and manage project contracts and budgets when required
- Represent the section on cross-departmental committees and support reports for Committee and Council when required

Qualifications

- Bachelor's Degree in Urban Planning, Public Administration, or a related field
- Minimum 4 years of experience in urban planning, land use planning, development, project management, and policy implementation

Assets:

- Experience in development approvals, project management, and process improvement
- Coursework, training, or certification in project management, change management, engagement, process improvement, or service design

Skills required for success:

- Advanced knowledge of planning legislation (Municipal Government Act, City of Edmonton's Zoning Bylaw 20001), land development processes, and zoning principles
- Broad understanding of municipal planning processes with an emphasis on development planning, approvals, and compliance procedures
- Expertise in project management principles, including scope definition and timeline management
- Aptitude for defining problems and identifying viable, risk-mitigated solutions
- Advanced data synthesis to connect high-level planning with operational procedures
- Demonstrated self-directed initiative when making recommendations and confidence in decision-making
- Strong relationship-building and conflict-resolution skills
- Effective communication across diverse audiences with varying levels of expertise
- Facilitation skills to reach consensus among multiple interested or affected parties
- Competency in creating process maps and documenting complex business requirements
- Agility to learn and adapt quickly within a fast-paced, high-volume environment
- Alignment to our Cultural Commitments and Leadership Competencies (<https://bit.ly/4brRrXm>)
- Embracing a culture of equity, diversity, reconciliation, and inclusion

Conditions of Employment:

- Applicants may be tested

Work Environment:

- Note: This position may be eligible for a hybrid work arrangement with the flexibility to work from both home and the worksite as per the Letter of Understanding between the City of Edmonton and Civic Service Union 52
- This role works primarily in an indoor setting and is public-facing, requiring interaction with diverse people from various backgrounds

The City of Edmonton values applicants with a diverse range of skills, experiences and competencies, and encourages you to apply. We strive to provide reasonable access and accommodations throughout the recruitment process. To request an accommodation, please contact employment@edmonton.ca. Learn more about our benefits <https://bit.ly/COEbenefits>.

Up to 1 temporary full-time position for up to 11 months and up to 1 temporary full-time position for up to 18 months in accordance with Article 18.02 of the Collective Agreement

Hours of Work: 33.75 hours per week

Salary Range: \$54.155 - \$69.110 (Hourly)

Recruitment Consultant: JF/SO

Edmonton rests in the heart of Treaty Six territory in Alberta and the homelands of the Metis Nation.