

Planner

Grow Your Planning Career!
Make Meaningful Contributions!
Shape Communities!

The Role in Our Organization

For more than 70 years, the Oldman River Regional Services Commission has served as one of Alberta's most respected planning organizations, providing professional planning, GIS, and advisory services to over 40 municipalities across the region. We are a collaborative, high-trust team where planners are given autonomy, variety in their work, and the opportunity to contribute across all aspects of municipal planning.

In this role, you will work directly with member municipalities, providing planning advice, processing subdivision and development applications, preparing statutory plans and Land Use Bylaws, and supporting Councils, Development Authorities, and administrative staff. You will manage a diverse range of planning files and projects, contribute to long-range planning initiatives, and support public engagement processes. This position offers exposure to both rural and urban planning environments and a wide variety of planning challenges.

Our office is located in Lethbridge, a growing and vibrant community with over 200 km of trails, strong arts and culture, two post-secondary institutions, and quick access to the Rocky Mountains, Waterton Lakes National Park, and the Canadian Badlands

Salary Range: \$84,747 to \$111,956

We offer a competitive salary, comprehensive benefits, pension participation, flexible work options, generous vacation and sick leave, an employee and family assistance program, and ongoing professional development support. You will join a respected organization where your expertise is valued and your work has meaningful impact.

Qualified candidates should submit their cover letter and resume to Tracy Thomas, CAO at resumes@orrc.com. This position remains open until Tuesday, June 9, 2026 at 4:00 p.m. Only those selected for an interview will be contacted.

Are you an experienced Planner looking for a role where you can take ownership of your work, build strong relationships with municipalities, and contribute to meaningful planning outcomes across Southern Alberta? Do you enjoy balancing technical planning work with real-world application and collaboration? The Oldman River Regional Services Commission is seeking a skilled and motivated Planner to join our team. This is an opportunity to work across a wide range of planning files, support municipal decision-making, and be part of a respected, collaborative organization.

The Value You Bring

As a Planner at ORRSC, you will provide day-to-day planning advice to assigned municipalities and support municipal decision-making across a range of planning matters. You will review and process subdivision and development applications, prepare and present reports to Councils, Municipal Planning Commissions, and administrative bodies, and contribute to the preparation and amendment of statutory plans including Municipal Development Plans, Area Structure Plans, Intermunicipal Development Plans, and Land Use Bylaws. You will manage multiple planning files and projects at varying stages, requiring the ability to balance competing priorities and deadlines in a fast-paced environment. Your work will include conducting research and analysis, supporting long-range and policy planning initiatives, coordinating with provincial agencies and technical reviewers, and engaging with members of the public including subdivision and development applicants. This role requires sound professional judgment, strong communication skills, and the ability to work both independently and collaboratively within a team environment.

Education

- Post Secondary degree in Planning, Urban and Regional Studies, Geography, or a related discipline.
- Completion of the Applied Land Use Planning Certificate would be considered an asset.

Experience

- Minimum 3 years of progressively responsible experience in land use planning, preferably in a municipal setting, with 5 or more years of experience preferred.
- Experience working in both rural and urban municipal planning environments is an asset.
- Experience across multiple planning disciplines, including development and subdivision review, long-range and current planning, stakeholder and public engagement, legislative interpretation, and exposure to statutory planning process.

Knowledge, Skills & Abilities

- Strong working knowledge of Alberta planning legislation, including the Municipal Government Act and Subdivision and Development Regulation
- Solid understanding of planning principles, practices, and municipal processes
- Strong written and verbal communication skills, with the ability to present information clearly to Councils, boards, and the public
- Demonstrated ability to manage multiple projects, deadlines, and municipal clients, while maintaining attention to detail and high-quality work
- Sound problem-solving and decision-making skills
- Strong interpersonal skills and the ability to build effective working relationships with municipal partners, colleagues, and stakeholders