



## **SENIOR PLANNER**

The R.M. of Corman Park No. 344, the most populated rural municipality in Saskatchewan, has an exciting employment opportunity for a Senior Planner to join its Planning Department to assist in implementation of the new Saskatoon North Partnership for Growth (P4G) Planning District. The diverse land uses within Corman Park and the P4G Planning District create an opportunity for a unique work experience, with the position playing a key role in regional and district planning initiatives.

The position reports to the Director of Planning & Development and would provide professional planning services including:

- Act as P4G District Planning Commission secretary including preparation and presentation of meeting agendas and minutes for the P4G District Planning Commission, and other P4G committees as required;
- Manage, prepare, and coordinate the development of assigned concept plans, future growth studies, bylaw amendments, and policy projects in the P4G Planning District;
- Make recommendations on the implementation or amendment of policies in the District Official Community Plan, District Zoning Bylaw or other matters that impact the P4G Planning District;
- Arrange for, attend and present at R.M. Council and District Planning Commission meetings, public hearings, open houses and other public, rights-holder and stakeholder engagement events as required;
- Act as a liaison between the R.M., P4G Planning District members, the Provincial Government, First Nations & Métis organizations, external agencies, and the public on regional planning matters;
- Chair P4G administrative meetings, and other P4G related committee meetings when required;
- Assist in the collection, analysis, distribution and publication of community and planning data for the P4G Planning District to assist with decision-making and policy development;
- Assist in preparation and management of the P4G business plan, budget and expenses.

The ideal candidate will possess:

- A degree in planning or related field, combined with over 6 years of municipal, district or regional planning experience;
- Demonstrated ability to manage multiple complex projects/files in a multi-disciplinary team;

- Well established research, problem-solving, analytical, interpersonal, organizational and group facilitation skills;
- An understanding of district, regional and provincial planning legislation, principles, processes, issues and trends;
- Proven engagement, communication and presentation skills with the ability to convey complex and technical information in a positive and understandable manner;
- Full membership in the Canadian Institute of Planners and the Saskatchewan Professional Planners Institute (or transferring provincial membership equivalent); and
- Proficiency in report writing, agreement drafting, office telecommunications and computer applications.

Corman Park offers a competitive salary range, benefits package, pension plan and continued professional development opportunities.

Candidates should demonstrate their knowledge and abilities through their resume and covering letter; only those selected for an interview will be contacted.

Forward your application in confidence by 4:30 pm, CST on October 8, 2021 to:

**Kathy Newton, Human Resources Manager**  
**R.M. of Corman Park No. 344**  
**111 Pinehouse Drive**  
**Saskatoon SK S7K 5W1**

**Email: [knewton@rmcormanpark.ca](mailto:knewton@rmcormanpark.ca)**

**Phone: 306-242-9303**

**[www.rmcormanpark.ca](http://www.rmcormanpark.ca)**

Electronically submitted proposals will be deemed to be successfully received when displayed as new email. The R.M. of Corman Park will not be liable for any delay for any reason, including technological delays, spam filters, file size limitations, etc. It is the sole responsibility of the applicant to confirm with the person identified above that the file has been received.