

Job Title: Planner 16

Position: Planner 16

Division: Community Services

Department: Community Standards

Term: 1 Temp Full Time position available for approximately 9 months.

Closing Date: 04/26/2024

Labour Group: CUPE 59

Posting: 3211

Job Summary

This position provides intermediate level professional land use planning and development services to internal and external clients to support the development of long range projects, plans and policies, interpret policies, implement directives and recommendations, and support program administration. Reports to a Section Manager or Senior Planner in the Planning and Development or Community Standards Departments.

Duties & Responsibilities

- Prepares, and responds to, development proposals involving concept plans and detailed subdivision designs for industrial, commercial and residential land. Prepares, and responds to, development proposals involving various land use planning matters, including Zoning Bylaw amendments, rezoning applications, subdivision applications, discretionary use applications, new business applications.
- Communicates and negotiates with applicants, property owners, consultants and the public regarding land use policy and development issues.
- Conducts special studies and special projects related to land use policy, business development and land development, including data collection and analysis.
- Provides professional and technical support to the Director, Section Manager and/or Senior Planners.
- Prepares and presents reports and recommendations to committees, as required
- Maintains expertise related to current and anticipated trends in land use planning.
- Coordinates the work of, and trains, other staff, as required.
- Performs other related duties as assigned.

Qualifications

- Degree in planning or a directly related field.
- Possession of Full Membership standing in the Canadian Institute of Planners (CIP), Saskatchewan Professional Planners Institute (SPPI).
- Three years' related professional planning experience.
- Possession of a valid Class 5 Saskatchewan Driver's Licence.
- Current driver's abstract from SGI demonstrating a safe driving record.
- Considerable knowledge of the principles, standards and practices related to urban planning and land development.
- Considerable knowledge of related municipal Bylaws, Provincial legislation and regulations.
- Demonstrated ability to schedule and complete numerous complex tasks within established time frames.
- Demonstrated ability to establish and maintain effective working relationships with fellow staff, clients and the public.
- Demonstrated ability to communicate effectively, orally and in writing.
- Demonstrated ability to direct and coordinate the work of others.

- Demonstrated ability in the use of a computer and standard business software such as Microsoft Office Suite.

Requires Security Check

Additional Requirements

Evening work is involved.

Weekly Hours: 36.67

Salary Range: \$71,988.96 to \$79,368.72 CAD **per annum** (2023 rates)

Diversity, Equity and Inclusion

The City of Saskatoon offers an inclusive workplace that embraces diverse backgrounds. As an equity partner with the Saskatchewan Human Rights Commission (SHRC), the City commits to diversity, equity and inclusion in our workplaces. By having our workforce reflect the community we serve, we support the realization of miyo-pimatisiwin, (me-o-pi-ma-ti-si-win) “the good life”, for all residents. To learn more about Diversity, Equity and Inclusion at the City, please visit

[Saskatoon.ca/diversity](https://saskatoon.ca/diversity).

Accommodation

The City of Saskatoon strives to provide an accessible and inclusive workplace for all, including throughout the application and selection process through reasonable access and accommodations. Should you require accommodation through any stage of the recruitment process, please email talentacquisition@saskatoon.ca.