

External Employment Posting

1408 Twp. Rd. 320 / Postal Bag 100, Didsbury, AB Canada T0M 0W0
T 403.335.3311 F 403.335.9207 Toll Free 1.877.264.9754
www.mountainviewcounty.com

MVC19 - 2022 – Noon Friday December 16, 2022 – or until suitable candidate is chosen
Planner I/II - Planning and Development Services

Full-Time 35-hour work week Monday through Friday 8:00 am to 4:00 pm – 1 hour unpaid lunch break

Mountain View County:

We are an engaged rural and agricultural community inspired by the unique and diverse qualities of our people and environment. Our mission is to provide high quality services in support of a healthy, safe, and vibrant rural community.

What we can offer:

- 2022 Salary range \$76,889 to \$100,991 per annum (dependent on experience and qualifications)
- Great benefits package including Core Benefits, Spending accounts and Local Authorities Pension Plan (LAPP)
- Flexible work life balance options
- Professional Development
- Extensive Health & Safety Program

The Position:

This position deals with planning, zoning, development and subdivision inquiries from ratepayers, businesses, developers, Council, staff, realtors, and government agencies. Reviews applications for subdivisions, and redesignations, makes recommendations, maintains and updates related records and issues related correspondence. Develops reports and makes presentations to bodies such as Municipal Planning Commission, Council and Subdivision and Development Appeal Board; serves in a liaison capacity between private developers and ratepayers and other County departments. Provides information, advice and assistance in response to inquiries regarding County land use policies, subdivision, re-designation and statutory plan amendment applications. Assists in the preparation and/or updating of Municipal Development Plan, area re-development plans and Land Use Bylaw. Attends Council meetings and Municipal Planning Commission meetings as necessary to provide information and present reports; assists developers, ratepayers and the public in meeting conditions of subdivision approvals, conducts site inspections.

The Candidate:

- University degree in a planning or a related field
- Membership in good standing with CIP and APPI or the ability to acquire membership is required
- General knowledge of planning and municipal legislation and other relevant provincial statutes
- High degree of competency in using computers for planning and development reporting and analysis, able to use Excel and Microsoft Suite software
- Project management abilities and knowledge of statutory plans and subdivisions; solid planning, organizing and problem-solving skills
- Valid AB Operators' License – Class 5 – no more than 6 demerit points

Submissions will be received until **Noon Friday December 16, 2022**. All applications are to be marked “confidential” and will be received in confidence. Submit resumes, Attention Human Resources, in one of the following ways:

- Email to hr@mvcountry.com
- Fax to (403)335-9207
- Mail to Mountain View County, 1408 Township Road - PO Bag 100, Didsbury, AB T0M 0W0

Note: For a detailed Position Description please contact Human Resources directly at 403-335-3311 ext 153 or email your request to hr@mvcountry.com

We appreciate the interest of all candidates; however only those considered for an interview will be contacted.