

SENIOR PLANNER

(Housing & Community Development)

The City of Campbell River is seeking a **Senior Planner (Housing & Community Development)** to join their Long Range Planning & Sustainability team.

Naturally, Campbell River – Located on Vancouver Island, surrounded by the ocean and majestic mountains, the City of Campbell River offers a rare combination of a welcoming small-town feel with large-city amenities. From summer markets and street events to an active arts and culture community to year-round, world-class recreational opportunities, the Campbell River lifestyle is unparalleled. We are a 45-minute drive from the winter and summer activities of Mount Washington, and just minutes from more than 100 km of all levels of mountain biking and hiking trails, plus easy access to the ocean, rivers and lakes for sports fishing, kayaking, paddle boarding and whale watching

The role...you will be responsible for a diverse workload focusing on affordable housing, long range planning, and strategic corporate planning initiatives. Your responsibilities will include coordinating the planning and development of affordable housing initiatives, leading the City's work on emerging social issues, such as downtown safety, homelessness, and harm reduction related to the opioid crisis, undertaking strategic corporate long range planning initiatives including parks planning, long-range property planning, public art and other corporate priority planning initiatives.

Our ideal candidate will have....

- Graduate degree in Urban, Community or Regional Planning or Community Development
- Certified member of the Planning Institute of BC or other provincial affiliate of the Canadian Institute of Planners.
- Minimum 5 years progressively responsible planning experience within the last 7 years, in community or regional planning
- Experience in homelessness and addictions issues management, is preferred.
- A community relations focus with the ability to foster trust and credibility and build relationships with internal and external interest groups.
- The ability to see the big picture and anticipate emerging issues and trends, and proactively develop strategies to address them.

Who you are...

- You are creative, optimistic, and passionate about contributing to your community
- Self-motivated and goal oriented
- Highly organized and thrive in a fast-paced, rapidly changing environment
- You believe that proper planning is the key to success

The rate of pay for this permanent, full-time, CUPE bargaining unit position is **\$47.62 per hour** based on a 35-hour work week and includes a comprehensive benefits package.

Please see the attached for information on this exciting opportunity and to view a detailed job description that lists all the duties and necessary qualifications for this position.

This posting closes on Wednesday, July 6, 2022.

Please send your resume with covering letter, quoting **Competition EXT-22-62** to:



Email: careers@campbellriver.ca

Human Resources Department
City of Campbell River
301 St. Ann's Road
Campbell River, BC V9W 4C7

We thank all applicants, however, only those selected for interviews will be contacted.

SENIOR PLANNER

Housing & Community Development

Approval Date: September 2018	Department: Long Range Planning & Sustainability	
<input type="checkbox"/> IAFF	<input checked="" type="checkbox"/> CUPE	<input type="checkbox"/> Management
Title of Management Supervisor: Manager Long Range Planning and Sustainability		

General Accountability

Reporting to the Manager Long Range Planning and Sustainability, the Senior Planner - Housing and Community Development, is responsible for a diverse workload focusing on affordable housing, long range planning, and strategic corporate planning initiatives.

Responsibilities include coordinating the planning and development of affordable housing initiatives, leading the City's work on emerging social issues, such as downtown safety, homelessness, and harm reduction related to the opioid crisis, undertaking strategic corporate long range planning initiatives including parks planning, long-range property planning, public art and other corporate priority planning initiatives. The Senior Planner will play a key community liaison role for a range of community organizations and committees working on housing, homelessness, community health and safety, and downtown initiatives.

The incumbent exercises considerable independent judgment in planning and carrying out assignments, the ability to meet deadlines and set priorities, implement sound administrative and professional practices, deliver quality planning and policy initiatives, and achieve results on project implementation.

Nature and Scope of Work

- Coordinates affordable housing research, funding applications, development of community partnerships and implementation of affordable housing initiatives;
- Collaborates with the Development Services Department to develop and implement innovative housing policies;
- Supports the development and administration of a policy for the City's social funding;
- Supports Safer Downtown initiatives including liaising with community organizations and assisting in coordinating and researching initiatives to support social programs;
- Coordinates strategic social planning initiatives;
- Undertakes long range parks planning including Master Plan development and supporting future parks planning initiatives;
- Supports the administration of public art initiatives and the development and implementation of the Art in Public Spaces Master Plan;
- Liaises with community organizations on housing, homelessness, community health and safety, downtown initiatives and other strategic priority areas;
- Assists with a wide range of long-range planning including comprehensive land use planning, neighbourhood planning, and policy reviews and the preparation of reports for consideration and approval by senior management or Council;
- Provides research, support and coordination of emerging corporate strategic long-range planning priorities;
- Drafts and recommends planning policies, procedures, and bylaws, and acts as an expert professional resource on affordable housing, social issues, parks planning, land use, development and zoning matters when assigned by Manager;

Job Description – Senior Planner (Housing & Community Development)

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- Consults with the Manager of Long Range Planning and Sustainability on complex issues or matters of major impact;
- Prepares and delivers presentations to senior management, Council, City committees, community groups and the general public on planning issues, initiatives and projects;
- Responds to public inquiries; consults with and provides technical planning advice and recommendations to other departments, the general public and external organizations and agencies;
- Works collaboratively within the Long Range Planning and Sustainability Department, with the Development Services Department, and other City departments, local governments, agencies, consultants, contractors, developers and the general community to achieve long range planning and community development objectives;
- Attends and represents the Long Range Planning and Sustainability Department at Council, Public Hearings, advisory committees, community planning meetings and events as directed;
- Undertakes research projects and analysis, and prepares comprehensive planning reports for submission to senior management and Council;
- Conducts and facilitates public consultation meetings and workshops to address affordable housing, land use, and community development issues;
- Processes, analyzes and prepares reports regarding community development initiatives in terms of conformance with the Official Community Plan, bylaw requirements, local government objectives, and related provincial legislation;
- Provides technical direction to and coordinates the work of Long Range Planning and Sustainability staff as required;
- Performs other duties as required.

Necessary Qualifications

Knowledge:

- Thorough knowledge and understanding of the philosophies, principles, best practices and objectives of community and regional land use planning and design, community development, and sustainability principles
- Sound knowledge of principles, best practices, techniques and methods applicable in affordable housing / social planning, including the social determinants of health, particularly at the local government level
- Up to date knowledge of municipal planning, land development, community development, housing planning and policy development.
- Current and comprehensive knowledge of relevant local government and provincial legislation and acts; statutory and regulatory requirements and responsibilities; and municipal bylaws and policies related to planning and land use in British Columbia.
- Strong understanding of public planning process and land use strategies.
- Knowledge of municipal administrative procedures and of bylaws relating to plan and development approval.
- Knowledge of interactive web maps or other GIS systems.
- Basic knowledge of Health and Safety and emergency management principles.

Skills:

- Excellent long range and current technical planning skills.
- Superior analytical, problem solving and decision making skills with strong attention to detail.
- Excellent verbal and written communication and presentation skills for a broad range of audiences.
- Strong interpersonal, facilitation, conflict resolution, consensus building and negotiation skills.
- Excellent organizational, time management and project management skills.
- Safe work habits and practices.
- Proficient in Microsoft Office Excel, Word and PowerPoint.

Abilities:

- Ability to design, conduct and analyze land use, long range planning and community development studies.
- Ability to effectively plan, organize and manage workload and projects, set priorities, meet deadlines, and work under pressure.
- Ability to establish effective relationships and build credibility at all levels, with internal and external stakeholders, including Council members, City staff, representatives of government, business and the development community, and the public.
- Ability to engage with, negotiate and build consensus on housing projects and complex social planning issues both with internal departments and with external parties including community stakeholders in potentially contentious environments.
- Ability to speak effectively to a variety of audiences, including the general public, community and business groups and to city council.
- Ability to work effectively in a socially diverse context with communities that face economic, social or other disadvantages, and with the non-profit organizations that serve these communities
- Ability to represent the City in a professional manner, and negotiate effectively with other agencies, the business and development community, and the public.
- Ability to anticipate emerging issues and trends, project the impact, and manage them proactively.
- Ability to facilitate public consultation meetings and make presentations to a variety of audiences.
- Ability to work well in a team environment.
- Ability to draft and develop complex technical reports and policies.
- Ability to work under general direction only, exercising considerable independence and initiative.

Education:

- Graduate degree in Urban, Community or Regional Planning or Community Development or equivalent related discipline or undergraduate degree in a related field combined with a suitable combination of training and experience.

Training/Certification:

- Certified Member of the Planning Institute of British Columbia or equivalent affiliate and the Canadian Institute of Planners.
- Must possess and maintain a valid Class 5 Driver's Licence and provide and maintain a clean drivers abstract as per City policy.

Experience:

- Minimum of five (5) years progressively responsible planning experience within the last seven (7) years, in community or regional planning, preferably at the local government level.

Preferred Criteria:

- Proven policy implementation experience in housing policy and affordable housing and in facilitating housing partnerships and building relationships with BC Housing, developers and non-profit housing providers;
- An in-depth knowledge of the factors affecting housing supply and demand, including land use planning, land and development economics, social safety net policies, income distribution, and the influence of individual characteristics e.g., physical disabilities, mental illness, alcohol/drug dependencies, gender, family status, ethnicity, etc.
- Experience in homelessness and addictions issues management

Unusual Working Conditions:

- Possibility of evening and weekend work to attend meetings.