



## The District of Kitimat is seeking a **DIRECTOR OF PLANNING**

The District of Kitimat is recruiting for a Director of Planning. Reporting to the Chief Administrative Officer, the Director will oversee the planning department of three planners and one planning clerk and play an integral role on the District's senior management team.

Located in Northwest BC, Kitimat is a master-planned greenbelt community and home to just over 8,000 residents. Kitimat provides a stable tax base and is experiencing growth from increased levels of industrial, residential, and commercial development.

This position offers a competitive salary, a comprehensive benefits package, professional development opportunities, complimentary use of our recreation facilities, relocation assistance and a one-year rental subsidy. The starting salary ranges from \$119,496 to \$132,773 dependent on experience, with additional increases based on years of service and annual considerations from Council.

Your background includes a university degree, preferably a post graduate degree in planning or a closely related field, relevant work experience including supervisory experience in a municipal setting, knowledge of local government practices in community planning, a proven ability to manage complex planning projects, and current membership or membership eligibility with the Planning Institute of British Columbia.

At the District of Kitimat, we are committed to recruiting a diverse workforce that represents the community we serve, establishing an inclusive, equitable, and accessible environment for all. Indigenous applicants, people of colour, all genders, LGBT2Q+ and persons with disabilities are encouraged to apply. If you require accommodation during the recruitment process, please email us at [hr@kitimat.ca](mailto:hr@kitimat.ca) and we will work with you on arranging an accommodation where possible that is suitable for your abilities.

## Responsibilities include:

- Providing technical and professional advice on land use and planning related matters for Council, the Chief Administrative Officer and other Municipal Departments, Council Committees and Commissions, developers, industrial project proponents and the public.
- Preparing, recommending and implementing both short- and long- term planning strategies and plans.
- Recommending administrative and Council action regarding development applications for such matters as zoning amendments, temporary use, and development permits; and ensures application processing occurs in accordance with provincial statutes and the Kitimat Municipal Code.
- Providing leadership, training and daily supervision to municipal employees and providing direction on workflow and priorities to staff.

*While our planning and engineering departments work closely together, building inspection, subdivision approval, and mapping/GIS fall under the engineering department's portfolio.*

## APPLY

To apply for this position, please submit a detailed resume and cover letter to [hr@kitimat.ca](mailto:hr@kitimat.ca)

This position will remain open until filled. We thank all applicants for their interest and advise that only those selected for an interview will be contacted.

To learn more about Kitimat, visit <https://kitimatbound.ca/move-to-kitimat>



# KITIMAT