



# SQUAMISH

HARDWIRED *for* ADVENTURE

*The District of Squamish is located in the unceded traditional territory of the Skwxwú7mesh Úxwumixw (Squamish Nation). We offer gratitude to the Skwxwú7mesh People who have lived on these lands since time immemorial.*

## External Job Posting

<b>Position:</b>	<b>Planner II – Major Projects - Industrial</b>
<b>Status:</b>	Temporary Full-Time (anticipated end date December 31, 2026)
<b>Work Area:</b>	Major Projects – Industrial
<b>Posting Date:</b>	June 6, 2024
<b>Closing Date:</b>	June 21, 2024

## GENERAL SUMMARY

Reporting to the Director, Major Projects – Industrial, and with technical support from the Senior Director of Community Development, this position is responsible for performing complex planning work and providing professional planning knowledge and expertise to assist in the administration and implementation of the District's Major Projects – Industrial portfolio. This position will oversee District regulatory requirements for each project, while collaborating with other project provincial and federal regulators on planning-related matters, including compliance and enforcement and adaptive management practices for each project.

The Major Projects – Industrial team administers regulatory requirements, interfaces with project proponents and regulators, and supports District communications efforts and community resiliency planning related to the Eagle Mountain-Woodfibre Gas Pipeline (FortisBC EGP) and Woodfibre LNG (WLNG) Projects.

## KEY RESPONSIBILITIES

- Contributes to the success of our team and growth of our community by fostering the District of Squamish corporate values: Respect, Integrity, Connection and Progress.
- Responds to enquiries and correspondence from the public, other municipal departments, consultants, developers, agencies and other groups concerning matters of policy governing growth and development in the District of Squamish.
- Works a flexible work schedule to assure proper provision of planning services as scheduled by the Director in consultation with the Senior Director of Community Development.
- Ensures that in accordance with the Local Government Act and other relevant legislation, planning services are delivered and that the priorities, policies, practices, and procedures specified by Council are being observed and carried out.
- Manages the formulation, modification, improvement, and implementation of area plans for the District's physical development in conjunction with other municipal staff and consulting professionals.
- Prepares and presents comprehensive planning proposals and reports, policy recommendations, records and correspondence to Council, Committees, and others.
- Advises and consults with other Departments, community groups, property owners, associations, clubs, and the public on planning matters.
- Recommends and develops strategies and municipal initiatives to promote industrial development that is consistent with community goals.
- Responsible for current planning, including day to day administration of District land use and development control bylaws, the processing of applications pursuant to those bylaws, the preparation of bylaw amendments, or new bylaws and any related research and report preparation.
- Responsible for making decisions on planning matters, with increasing independence of action and judgment exercised as the employee becomes skilled in her/his work.
- Conducts and participates in special studies and prepares policy guidelines concerning a variety of planning matters, including but not limited to the governing of land development with special attention to physical constraints and hazards, environmental sensitivity, sustainability principles and community health and livability.
- Supports District involvement in regional planning initiatives, programs and development review within the regional district as required.
- Undertakes long-range planning research and participates in projects including the preparation of project reports.
- Participates in process improvements and the development of new systems, methods and procedures utilized by the District.



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- Collaborates with and provides technical planning expertise to support municipal departments and functions, including building, engineering, operations and parks, bylaw services, environment, economic development, and real estate.
- Provides support to technical staff as required on a project basis by sharing expertise, and mentoring contributing to high team performance and a productive working environment.
- Participates in strategic planning and preparation of annual work program for the department.
- Develops and manages special planning projects and budgets.

## REQUIRED KNOWLEDGE, SKILLS & ABILITIES

- Thorough knowledge of land use planning principles and practices in an environmentally sensitive and natural hazard context.
- Thorough knowledge of the BC Local Government Act and Community Charter as well as other relevant federal and provincial legislation relevant to community development.
- Knowledge of provincial and federal legislation relevant to industrial development, particularly Oil & Gas is an asset.
- Excellent interpersonal and communications skills, including the ability to clearly communicate complex issues through Council reports, presentations, and multi-media.
- Demonstrated experience and proficiency with design review for a variety of small to large scale development proposals.
- Ability to exercise tact, initiative and sound judgment and work with people in a professional manner.
- The ability to work in a dynamic, changing environment within defined timelines.
- Strong teamwork, facilitation, project scoping and time management skills.
- Ability to develop, implement and administer regulations, policies, procedures, bylaws for delivering the District's planning services.
- Ability to manage planning work of a complex nature that involves interrelationships between transportation, housing, employment, and the environment.
- Ability to employ a range of engagement processes and methods to include the broad public and partners and resolve multiple, often conflicting, interests.
- Ability to prepare correspondence reports and related material covering planning matters and applications.
- Familiarity with Geographic Information Systems is an asset.

## REQUIRED TRAINING, EDUCATION AND EXPERIENCE

- University graduation with a Masters degree in Urban Planning, Geography, Land and Resource Management or Urban Studies.
- A minimum of five years' experience in the planning field, preferably in a local government setting,
- Membership, or eligibility for membership, with the Planning Institute of British Columbia.

**OR**

An equivalent combination of education, training and experience

### **Disclaimer:**

The above statements are intended to describe the general nature and level of work being performed by people assigned to this position. This is a general list of responsibilities, duties and skills required of personnel so classified. Other related duties may be assigned in keeping with the general nature of the position.

**Hours of Work:** 70 hours biweekly, with a compressed work week (9 day fortnight schedule).

**Salary:** Salary range: \$108,611.76 - \$119,353.59, as well as a comprehensive benefits package.

This is an exempt position and is excluded from the Union.

**Direct Your Application (Quoting Competition #) To: #24-86**

Human Resources

District of Squamish

37955 Second Avenue, P.O. Box 310, Squamish, B.C., V8B 0A3 E-mail: [jobs@squamish.ca](mailto:jobs@squamish.ca)



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*As an equitable and inclusive employer, we value diversity of people to best represent the community we serve and provide excellent services to our citizens. We strive to attract and retain passionate and talented individuals of all backgrounds, demographics, and life experiences. If you require any adjustments to enable participation at any stage of the recruitment process, please contact in confidence [jobs@squamish.ca](mailto:jobs@squamish.ca) and include Accessibility in the subject line. We thank all applicants for applying.*