



Planner II

The City of Port Alberni is a vibrant community of over 18,000 people. Located centrally on Vancouver Island, Port Alberni is a well-served municipality that offers residents affordable west coast living, as well as proximity to oceanfront, lakes, rivers and mountains.

We are currently looking for a **Planner II** to join the City's planning team. Reporting to the Manager of Planning, the successful applicant is responsible for undertaking a wide variety of long range and current planning assignments as well as administering the City's OCP Bylaw, Zoning Bylaw and Development Permit Area guidelines.

Responsibilities:

- Act as project manager for long range planning and perform planning reviews, research and follow-up of special projects
- Review, revise and develop long range plans and policies
- Conduct studies on a wide variety of land use, urban growth, environmental sustainability and community livability trends, opportunities and initiative
- Support the implementation of the City's Official Community Plan
- Process current planning land use applications including OCP and zoning amendments, development variance permits, and development permits
- Review development and land use applications including zoning and community plan amendments, development and development variance permits for alignment with applicable City bylaws, policies and legislation.
- Work closely with the public, stakeholders, developers, external agencies and other departments to provide support on planning and development issues;
- Present development applications to City Council, the Advisory Planning Commission, and other committees
- Be creative and use sound judgment in making planning recommendations
- Coordinate various development-related initiatives

Qualifications & Experience:

- A graduate degree in Urban Planning, Urban Design, Geography or Landscape Architecture is required
- A minimum of five years of related planning experience in a municipal setting
- Membership or eligibility for membership in the Canadian Institute of Planners and the Planning Institute of BC
- Good working knowledge of site planning, urban design, and community planning practices as well as planning legislation and applicable bylaws and subdivision control provisions and requirements
- Demonstrated proficiency using various computer applications including the MSOffice Suite, graphics and database software and Adobe. GIS and AutoCAD experience would be an asset
- Excellent report writing, research, analytical, problem-solving and presentation skills
- Excellent interpersonal, communication, customer service and organizational skills
- Possession of a valid Class 5 BC Driver's License

The rate of pay for this position is \$41.80 per hour and includes a full benefits package. In addition, this position works a flex-day schedule.

To Apply: Please forward a resume and cover letter, including copies of your qualifications, by 4:30pm on June 23, 2023:

Attention: Human Resources
By mail: City of Port Alberni, 4850 Argyle Street, Port Alberni, BC V9Y 1V8
By email: humanresources_resumes@portalberni.ca

We wish to thank all applicants for their interest and advise that only those selected to be interviewed will be contacted.

