



City of
BATHURST
Ville de

EMPLOYMENT OPPORTUNITY

OUR MISSION

To strive for excellence by displaying the highest level of integrity and dedication towards the residents of the City of Bathurst and its stakeholders while demonstrating resourcefulness that allows for respect, creativity, and innovation.

The City of Bathurst is now accepting applications for the following position:

URBAN PLANNER

Competition # 2024-MGR-E-001

POSITION SUMMARY:

- The Urban Planner champions our Corporate Values: Integrity, Resourcefulness and Dedication. You demonstrate a strong sense of organization, have a positive attitude, possess strong interpersonal skills, and embrace a changing culture. The mandate of the Urban Planner will be to prepare land use projects, research studies, reports and analysis required to support the Planning Development. Will also be responsible to respond to public inquiries on zoning related matters, processing complex development permit approvals, as well as issue Zoning Certificates, confirmation, and compliance letters. As a member of the management team, you will belong to a dynamic group of professionals. You will report to the City of Bathurst Chief Administrative Officer, and you will contribute to our success by assisting in the day-to-day operations of the Planning Department.

KEY RESPONSIBILITIES:

- Analyses data concerning current uses and long-term needs related to city land; analysis will consider all populations of the city;
- Creates technical designs intended to make use of available land;
- Recommends prioritized solutions to address city needs;
- Identifies ways to maximize public benefits from private development projects;
- Creates, compiles, organizes, or otherwise prepares materials for the Planning Advisory Committee;
- Presents and defends recommendations and plans to City Council or Stakeholders;
- Provides supervision and conducts audits to ensure developments comply with financial and other specifications;
- Continually stays current of effective ways to provide clear and accessible information to Management, Council, and Citizens.

KNOWLEDGE, SKILLS & ABILITIES:

- Graduate or undergraduate degree in planning which is recognized by the New Brunswick Association of Planners;
- Must be eligible to become a full member of the New Brunswick Association of Planners;
- A minimum of two (2) years of relevant experience in the Municipal Planning sector;
- Fluently bilingual (written and oral) in both official languages is required;
- Excellent attention to details;
- Maintains strict confidentiality and professionalism in all situations;
- Ability to prioritize varying demands and execute results efficiently;
- Ability to collaborate in a team environment

TERMS:

- Salary range: \$103,703- \$129,627 (Scale - Management);
- Full-time, permanent position (35 hours per week);
- Flexible work arrangements (compressed and hybrid options);
- The City of Bathurst offers a competitive employment package that promotes the growth of our employees and respects work/life balance.

The City of Bathurst supports and encourages diversity, equity, and inclusion by providing a welcoming and respectful workplace for all.

If you would like to join our team, we invite you to submit your cover letter and resume on or before, Friday February 9, 2024 to:

**Human Resources Department
150 St. George Street
Bathurst NB
E2A 1B5
Fax: (506) 548-0093
E-mail: jobs@bathurst.ca**

The City of Bathurst wishes to thank all the candidates, however, only those selected for an interview will be contacted. Your resume will be kept on file for a period of 6 and months.