



Community Planner

Rural Municipality of Beaver River No. 622

The Opportunity:

Previously, the RM has contracted the services of professional planning consultants to provide day-to-day development advisory services. By establishing a good planning foundation, the RM is interested in hiring a community planner on a part-time basis (possibility of full-time) to address the day to day planning needs of the RM. The successful candidate will be mentored by our professional planning consultants to develop the skills and understanding necessary to undertake the roles and responsibilities of the position. The RM is seeking an individual who will be committed to serving the community over the long term.

Duties:

As the Community Planner you will be responsible for:

- Responding to planning, development and land use inquiries.
- Performing Bylaw amendments.
- Processing development permits.
- Responding to subdivision requests.
- Preparing summaries/recommendations on discretionary use, and subdivision applications for presentation to Council.
- Facilitating the Building Permit process.
- Liaising with zoning enforcement.
- Helping to negotiate servicing agreements.
- Other planning related matters.

The Community Planner will report directly to the RM Administrator and will fulfill a variety of other duties as required. The Community Planner will be responsible for reporting to Council on development and land use matters and will coordinate with administration, rate payers, local developers, building officials, and the Community Planning Branch of the Ministry of Government Relations on subdivision proposals and servicing agreements.

It is expected that the successful candidate will be posted to the RM Office in the Village of Pierceland.

Qualifications:

- Proficient written and oral communication skills.
- Proficiency with Microsoft Office Suite.
- Experience and/or familiarity with land use concerns relevant to rural Saskatchewan.
- Any planning related education is considered an asset.

Candidates should demonstrate their knowledge and abilities through their resume and covering letter.

**Salary:**

The RM offers a competitive salary (dependant upon experience), benefits package, pension plan, and continued professional development opportunities.

Apply:

Please submit your cover letter (incl. available start date and salary expectations) and resume with list of work-related references by Wednesday, March 20, 2024 at 4:00 PM via e-mail to:

Nicole Neufeld,
Administrator
nicolerm622@sasktel.net

All applicants are thanked for their interest, however, only those selected for an interview will be contacted.