



The City of Weyburn's mission is to provide leadership for the creation of a common vision and goals for planned economic growth, efficient use of resources, and a high quality of life in the Weyburn community.

The **City of Weyburn** invites applications for the position of:

PLANNING & DEVELOPMENT COORDINATOR Permanent Full Time

The City of Weyburn is a dynamic, progressive municipality located in the heart of Southeast Saskatchewan. Recently voted the 5th best place to live in Canada by MoneySense magazine, the City has a population of 10,500 and a solid economic and community foundation upon which new opportunities are continuously built.

The City of Weyburn is expecting to double in population and industry over the next 20 years and provides an excellent opportunity for professional growth to a Planning & Development Coordinator. The Planning & Development Coordinator will undertake a variety of services in the Planning and Development Department and will report directly to the City Manager.

The Planning & Development Coordinator will be responsible for:

- Act as the liaison to internal and external stakeholders and provides direction for the development and facilitation of strategies and initiatives on all matters relevant to the City of Weyburn's development, land use, building and housing policies and activities;
- Oversee and directs the development and implementation of comprehensive land use plans, tax incentive policies, and programs to encourage housing and land use development;
- Initiates strategic and business planning processes, action plans, accountability frameworks, and performance reporting systems;
- Ensuring proper legislative procedures are followed in reviewing development applications, zoning amendments, amendments to the statutory planning framework, subdivision applications and appeals;
- Advise and consults with Council on matters of public and corporate policy/strategy;
- Performing other related duties as required.

Knowledge and Specific Training:

- Post secondary degree in planning (or related field) recognized by the Canadian Institute of Planners;
- Minimum three years' experience;
- Knowledge of current standards, policies, procedures, legislation and trends affecting municipal planning and land use;
- Knowledge of the functions, principles, policies and governance structure of municipal government;
- Valid Class 5 Driver's License;
- Ability to communicate effectively, orally and in writing;
- Ability to utilize related business, computer and mapping software.

The City of Weyburn offers a competitive salary, benefit package and a rewarding and supportive work environment.

Resumes will be accepted until a suitable candidate is found.

Please submit resumes or direct further position inquiries to:

Human Resources Manager – Joleen Tuchscherer
157 3rd Street NE Box 370, Weyburn, Saskatchewan S4H 2K6
electronic resumes to: careers@weyburn.ca

The City of Weyburn thanks all applicants for their interest in this employment opportunity.

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Visit our website:
www.weyburn.ca