



Chief Executive Officer/ Director of Planning

Palliser Regional Municipal Services is seeking a highly motivated individual to fill the position of the Chief Executive Officer/Director of Planning. Palliser Regional Municipal Services is a not for profit inter-municipal service agency, located in Hanna Alberta, providing professional planning, GIS, Safety Codes, and other services to 25 municipal shareholder members in East-Central Alberta. The Town of Hanna is centrally located in the region and has a full range of community and recreational facilities. Hanna is approximately 2 hours from the cities of Calgary, Red Deer, and Medicine Hat and 45 minutes from the Town of Drumheller. For more information regarding the Town of Hanna please visit <http://www.hanna.ca>.

The Position

The Chief Executive Officer/Director of Planning is responsible for the overall management and strategic planning of the Agency and will direct and coordinate all aspects of the organization as set out by the Company's Board of Directors as per Articles of Incorporation and various policies. The CEO/Director of Planning is responsible for the management of the municipal shareholder members' planning requirements and the PRMS employees. This individual will effectively communicate and provide municipal planning support and guidance to the municipal member shareholders while providing project support and mentorship to the PRMS planning staff, and is directly involved in professional planning work including processing current planning applications and the preparation of land use bylaws, statutory plans and other planning documents and studies. Expertise in municipal and subdivision planning, policy development and financial management is necessary. Experience with safety codes is desirable as PRMS is an accredited agency authorized to administer the Safety Codes Act to the PRMS municipal shareholder members.

Qualifications

The successful candidate has a degree in urban and regional planning or an equivalent, with experience in land use planning, municipal government, and geographic information systems. Membership or eligibility in the Canadian Institute of Planners is preferred. Local government certification would be considered an asset but is not required.

The individual should have strong inter-personal skills, excellent problem solving, presentation and strategic planning skills for this leadership position.

Salary

This position is offered as a full-time, permanent position, with a full benefits package, including the Local Authorities Pension Plan. The salary will be commensurate with qualifications and experience.

Qualified candidates should submit a letter of interest, and resume including references and outlining their experience and qualifications **by August 31, 2020** to:

HR - CEO/Director of Planning
Palliser Regional Municipal Services
P.O. Drawer 1900
Hanna, Alberta. T0J 1P0
Phone: (403) 740-2466
Fax: (403) 854-4684
E-mail: tfox@palliserservices.ca
Website: www.palliserservices.ca

Only those applicants who are selected for a telephone and /or personal interview will be contacted.