

# PLANNING TECHNICIAN (ELECTORAL PLANNING & DEVELOPMENT) (FULL-TIME) Competition #2024-15



April 18, 2024

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The Fraser Valley Regional District is a local government that delivers over 100 services to residents living in our eight electoral areas and six-member municipalities. We are the third most populous regional district in BC, stretching from Abbotsford to Boston Bar. The Fraser Valley offers a great place to work and live with a mix of rural and urban lifestyles along with an abundance of recreational and cultural opportunities.

People are at the center of everything we do, and we strive to put the needs of those we serve and the employees in the organization at the forefront of our day-to-day work. We are an organization that values teamwork and respect. We are committed to diversity, equity, inclusion, and being representative of the region we serve. We invite all qualified candidates to apply. We are dedicated to the ongoing process of building relationships and examining our work to ensure that the principles of inclusion, collaboration, and reconciliation are included. If you have a passion for public service and want to make a difference in the lives of those who live, work, and learn in the Fraser Valley, consider coming to work with us.

We have an exciting opportunity for a highly motivated, independent individual to fill the full-time position of Planning Technician. As a Planning Technician at the FVRD, a typical week could see you responding to inquiries from homeowners, contractors or developers; processing development applications and preparing permits; assisting in the technical analysis of development proposals and preparation of bylaw amendment, and preparing correspondence and reports. We are looking for a people-oriented Planning Technician interested in the big picture, as well as the small details. Critical thinking, strong communication skills and lots of initiative will serve you well in this position.

We offer a positive and supportive work environment with an emphasis on collaboration. We believe in lifelong learning and are committed to providing professional development opportunities for our staff. If you love working with the community and have strong leadership skills, you will fit right in.

The ideal candidate must have:

- » A degree in planning, geography, or a related discipline or an acceptable combination of post secondary training and experience in a Local Government Planning Department, and will have completed courses in survey techniques, GIS, map interpretation, map compilation, graphics and statistical analysis;
- » Working knowledge of standard planning, building, and engineering nomenclature, practices and methods;
- » Familiarity with all types of maps, air photographs (stereoscopy) and map catalogues;
- » Excellent computer skills, with a high level of proficiency with Microsoft Office including PowerPoint and the ability to acquire a sound knowledge of GIS and electronic filing software;
- » Ability to read and interpret engineering, architectural and site plans and understand specifications;
- » Strong communication and interpersonal skills, including the ability to express thoughts and ideas clearly, and converse with a wide range of people including technical consultants, elected officials, staff and the general public to provide advice, make recommendations and make effective presentations;
- » Must possess a valid Driver's Licence

The start rate for this Union position is \$34.30 per hour plus a comprehensive benefits package. Upon successful completion of the required six-month probationary period, the rate will increase to \$40.36 per hour.

If you have a passion for public service and want to make a difference in the lives of Fraser Valley residents, we want to hear from you. Please submit your resume, along with a cover letter, indicating how you meet the qualifications. Please quote **Competition #2024-15 and send, in confidence, by 4:30 pm on May 9, 2024**, to [jobs@fvrd.ca](mailto:jobs@fvrd.ca).

*While we appreciate the interest of all applicants, only those candidates under consideration will be contacted.*