

Ministry: Various
Branch: Regional Office
Location: Various

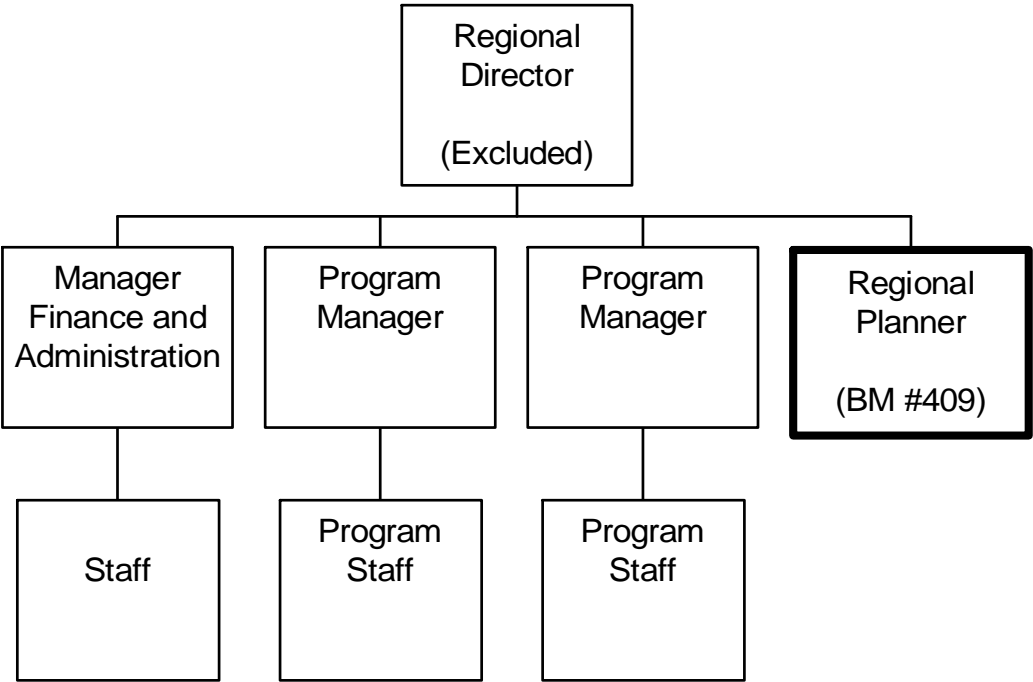
Working Title: **Regional Planner**
Level: Range 27
Classification: Planning Officer

PRIMARY FUNCTION

To provide advice and guidance on land use planning issues, evaluate land use proposals and develop land use policies within designated land use areas such as parks, agriculture, municipal, and rural.

JOB DUTIES AND TASKS

1. Compiles and analyzes information from diverse sources to develop regional master land use plans within a designated area and/or provide strategic advice to various land use commissions
 - a. reviews regional growth strategies, community plans, land use studies, consultant reports and other available documentation in order to integrate existing plans with a master plan
 - b. ensures consistency of land use plans with ministry objectives for parks, agriculture, forests, and related areas
 - c. consults with officials from all levels of government, First Nations representatives, stakeholders and landowners to obtain input to land use planning and facilitates public meetings
 - d. develops and defines regulatory and administrative processes to ensure orderly compilation of land use plans, adherence to legislative and procedural protocols, and implementation of bylaws
 - e. provides guidance and expertise to commissions and elected officials dealing with land use planning
 - f. compiles results of research and consultations to produce formal reports, strategies and plans for approval by commissions, elected officials, and/or internal ministry management
 - g. modifies and adjusts land use plans based on emerging political, legal and environmental influences
2. Coordinates special projects on land use planning issues
 - a. evaluates detailed development and project proposals including an assessment of the physical, economic, social and environmental impacts
 - b. assesses the extent to which the proposals conflict with existing land use plans (e.g. a new highway through an existing park or land reserve) and determines potential alternatives to mitigate impact
 - c. prepares reports detailing background, observations, options and proposed recommendations
 - d. acts as a liaison between stakeholders and government to communicate concerns
 - e. provides technical advice to ministry and/or contracted research staff
 - f. interprets legislation and policy relating to the specific land use planning issue
3. Reviews and develops land use planning policies
 - a. evaluates the application of existing policies to land use issues and develops issue specific policies
 - b. reviews policies being developed by other jurisdictions and assesses impact on land use plans
 - c. recommends legislative changes to headquarters or centralized planning units
 - d. provides guidance on the design and management of local government structure planning processes
4. Performs other related duties
 - a. drives a vehicle to conduct field inspections
 - b. administers restructuring and related grant monies used for land use studies
 - c. represents the government at meetings and serves as a member on various committees
 - d. adapts standardized contract language and initiates requests for proposals for contractors to examine specific land use issues
 - e. prepares program support materials, public education information, fact sheets and other materials



REASON FOR CLASSIFICATION

Benchmark Job #409
Job Title: Regional Planner

FACTOR NO.	REASON FOR CLASSIFICATION	DEGREE	CLASS. POINTS
1	<p>JOB KNOWLEDGE Understand the theory of land use planning to provide consultation and advice on land use planning issues, review and assess development proposals and prepare comprehensive reports and recommendations on land use issues.</p>	H	280
2	<p>MENTAL DEMANDS Judgement to plan and organize processes to develop land use plans, evaluate development proposals, develop land use planning policies, assess the impact of proposals and provide strategic advice to land use commissions.</p>	H	250
3	<p>INTERPERSONAL COMMUNICATIONS SKILLS Persuasion required to use basic negotiation skills to facilitate group consensus and compromise on land use issues.</p>	D	45
4	<p>PHYSICAL COORDINATION AND DEXTERITY Moderate coordination and dexterity required to drive to field site locations.</p>	C	15
5	<p>RESPONSIBILITY FOR WORK ASSIGNMENTS Guided by legislation, standards and master plans related to land use planning, develops regional land use plans, determines opportunities to mitigate impact on proposed development activity, guides processes to facilitate input on issues and modifies land use plans to deal with changing circumstances.</p>	F	160
6	<p>RESPONSIBILITY FOR FINANCIAL RESOURCES Significant financial responsibility to adapt standardized contract language.</p>	E	33
7	<p>RESPONSIBILITY FOR PHYSICAL ASSETS/INFORMATION Considerable responsibility to control processes to ensure the quality of information meets the standards required for land use planning purposes.</p>	E	33

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FACTOR NO.	REASON FOR CLASSIFICATION	DEGREE	CLASS. POINTS
8	RESPONSIBILITY FOR HUMAN RESOURCES Responsibility to assign, monitor and review work of staff participating in land use planning initiatives (up to 5 FTEs).	CD	14
9	RESPONSIBILITY FOR WELL BEING/SAFETY OF OTHERS Moderate care and attention for the well being of others by ensuring that land use plans consider environmental, economic and social impacts.	C	15
10	SENSORY EFFORT/MULTIPLE DEMANDS Focused requirement to frequently coordinate multiple proposals and land use planning issues.	C	12
11	PHYSICAL EFFORT Moderate physical effort to frequently focus visual attention on reports and documents.	C	12
12	SURROUNDINGS Exposure to regular unpleasant dealings with upset or angry people that have conflicting interests in land use issues.	B	4
13	HAZARDS Limited exposure to hazards from regular driving to public meetings and field site locations.	B	4

Total Points: 877

Level: Range 27