

Senior Planner

Department: Planning, Property and Development Department

Designated Work Location (DWL): Unit 15-30 Fort Street - Hybrid with DWL

Position Type: Permanent, Full-time; One (1) Temporary (approx. two (2) years), Full-time

Hours of Work: 8:30 am to 4:30 pm, Monday to Friday

Salary: \$78,340.67 - \$105,227.49 Annually (W.A.P.S.O Grade 4)

Employee Group: W.A.P.S.O

Posting No: 126122

Closing Date: July 29, 2025

Providing a wide range of services to over half of all Manitobans, The City of Winnipeg is one of the largest employers in Manitoba. We provide a comprehensive range of benefits and career opportunities to our employees. These include competitive salaries, employer-paid benefits, dental and vision care, pension plans, and maternity/parental leave programs. Additionally, we offer education, training, and staff development opportunities to ensure that our employees are equipped with the necessary skills to advance in their careers.

Our Benefits web page provides detailed information about the benefits we offer, and we encourage you to visit it for further information at [City of Winnipeg Benefits](#). We take pride in fostering a [respectful](#), [diverse](#), safe, and healthy workplace where our employees can thrive and achieve their full potential.

Flexible work arrangements, which may include flexible hours, remote work, or a hybrid of remote work may be available; subject to review and approval. Please note that Employees who are approved to work remotely are responsible for and must demonstrate that they are available to return to their Designated Work Location and/or other work location to attend meetings or attend other tasks that occur in person.

The City is committed to attracting and retaining a diverse skilled workforce that is representative and reflective of the community we serve. Applications are encouraged from equity groups that have been and continue to be underrepresented at the City; Indigenous Peoples, Women, Racialized Peoples, Persons with Disabilities, 2SLGBTQQIA+ Peoples and Newcomers are encouraged to self-declare.

Requests for Reasonable Accommodation will be accepted during the hiring process.

Preference to internal applicants may be applied.

Job Profile

Under the general direction of the Principal Planner, the Senior Planner is responsible for the delivery and maintenance of a wide range of urban planning programs and services related to development application planning and mid - and long-range planning initiatives.

The Senior Planner works directly to engage the community in a collaborative manner in delivering programs and services, is responsible for leading major planning initiatives, provision of advice, establishment of policy, facilitation of community consultation, and review of legislation and by-laws. This position is expected to function with limited supervision and exercise independent decision making when appropriate.

As a leader within the Urban Planning and Design Division, the Senior Planner is expected to provide on-going mentorship and direction to other planning staff, setting a positive, professional example within the organization. This position plays a key supporting role for the Principal Planner.

As the *Senior Planner*, you will:

- Lead in the administration of planning services related to the development application process.
- Lead mid- and long- range planning activities.
- Work closely with other planning staff to provide opportunities for mentorship and knowledge transfer, exhibiting a high degree of leadership, professionalism, ethical conduct and integrity.
- Provide planning advice to Council, Committees of Council, other City Departments, the public and others, and serves as a liaison between other internal and/or external stakeholders as required.
- Perform other duties consistent with the classification as required.

Your education and qualifications include:

1. Master's degree in City Planning or equivalent education, training and related experience.
2. Minimum five (5) to seven (7) years progressively complex experience in urban planning and design inclusive of any experience required to obtain the RPP designation.
3. Considerable experience working with the community in a participatory and inter-active manner.
4. Experience in managing projects in the public sector.
5. Experience in producing or writing policy plans.
6. Strong interpersonal skills, including facilitation and collaboration skills.
7. Strong verbal communication skills including the ability to conduct public presentations.
8. Strong written communication skills including formal report writing.
9. A working knowledge of computer systems.
10. Extensive knowledge of contemporary planning and community issues.
11. Extensive knowledge of OurWinnipeg, The City of Winnipeg Charter, Secondary plans and relevant adoption processes, and other approval processes.
12. Considerable knowledge of sustainable development issues.
13. Ability to work effectively in a team environment.
14. Demonstrated analytical and decision-making abilities.
15. Demonstrated organization skills and ability to plan, and execute many complex and varied tasks.
16. Familiarity with budget procedures, and ability to supervise contracts with consultants.
17. Fluency in French would be an asset.

***IMPORTANT:** Applicants who have been educated outside of Canada must have education which is comparable to the minimum qualification in Canada. Applicants submitting foreign credentials require an official academic assessment report issued by a recognized [Canadian assessment service](https://canalliance.org/en/) <https://canalliance.org/en/> at application.

Conditions of employment:

1. The successful candidate must maintain legal eligibility to work in Canada. If the successful candidate possesses a work permit, it is their responsibility to ensure the permit remains valid.

2. A Police Information Check satisfactory to the employer will be required from the successful candidate, at their expense. To obtain Police Information Check information please visit <https://www.winnipeg.ca/police/services/online-record-checks>.
3. Must possess and maintain a valid Class 5 Manitoba Driver's License. The successful applicant will be required to provide a driver's notice in force document upon request.
4. The successful candidate must have Registered Professional Planner (RPP) designation.
5. The successful candidate must have a Membership in the Canadian Institute of Planners (MCIP).

APPLY ONLINE, including all documentation listed below:

1. Current resume (**Required**).
2. Applications submitted without REQUIRED documentation will not be considered.

Your application documents must clearly indicate how you meet the qualifications of the position.

Online applications can be submitted at <http://www.winnipeg.ca/hr/>. For instructions on how to apply and how to attach required documents please refer to our [FAQ's](#) or contact [311](#).

Position Reports To: Principal Planner

1. If and when this temporary position becomes permanent, the successful applicant to this bulletin will automatically receive this position and a further bulletin will not be necessary.
2. An eligibility list may be established to fill current and future permanent and temporary positions and will remain in effect for 6 months

Only candidates selected for interviews will be contacted.