



Regional District of Bulkley-Nechako Senior Planner (Housing)

Full Time Temporary (3 years)

The Regional District of Bulkley-Nechako is seeking a qualified person to fill the position of Senior Planner (Housing). The Senior Planner duties involve undertaking a full range of land use planning activities undertaken by the Planning Department, with a focus on developing and supporting housing initiatives and liaising with a range of internal and external stakeholders to advance the region's housing related goals.

The starting wage for the Senior Planner is \$39.31 per hour. This position is full-time for a term of up to 3 years.

Responsibilities and Duties:

General

- All other duties and responsibilities identified in the Senior Planner job description.
- Working with municipal partners to develop and implement strategies to facilitate the delivery of market and non-market housing projects.
- Participating in public meetings; preparing reports; and providing the Board, Councils, and various planning groups and societies with technical and professional expertise and guidance.
- Establishing a regional housing working group with representation from municipalities and First Nations governments.
- Working on regional partnerships for the completion of housing needs assessments.
- Advocating for increased housing funding and tools for non-profit developers and local and regional governments through Union of BC Municipalities and Federation of Canadian Municipalities.
- Lobbying for changes to provincial regulations and policies which act as barriers to housing development in the region.
- Overseeing the consultant selection processes, and guiding contractors working on regional housing projects.

Non-Market Housing

- Facilitating the creation of non-profit societies to work on housing projects.
- Coordinating the provision of grants or other financial support to non-profit societies working on non-market housing initiatives.
- Playing an active role in supporting the planning and development of housing projects.
- Assisting with housing agreements, funding and other applications, and navigating development procedures in support of housing initiatives.
- Liaising between the Province and non-profit societies on housing projects.
- Researching and supporting applications to Provincial housing agencies.



- Collaborating with municipal or senior government to identify and acquire land that could be used to support housing goals.
- Advocating for and exploring strategies for the operation of housing facilities that include supportive or semi-supportive elements.

Market Housing

- Reviewing plans, bylaws, and development approval procedures.
- Implementing a process to legalize secondary suites and accessory housing in municipalities.
- Assisting in the processing of complex development applications and subdivision.
- Assisting in the planning of development of municipal owned lands, and marketing of land.
- Working with consultants preparing new bylaws (zoning, development procedures, subdivision servicing, etc.) for municipalities.
- Working to improve staffing capacity in relation to facilitation of housing.
- Assisting with the development of housing plans and strategies.
- Promoting consideration of non-typical housing initiatives such as co-housing or cooperative initiatives.

Skills and Qualifications:

- Minimum of graduation from a post-secondary degree institution with a degree in Planning, or related discipline such as Geography
- A minimum of 4 years of planning experience, preferably in a local government context.
- An equivalent combination of education and experience will be considered.
- Membership or eligibility for membership in the Canadian Institute of Planners (CIP).
- Computer literate with the ability to use land management systems and Microsoft Office Suite.
- Maintain composure when dealing with difficult customers.
- Good interpersonal skills including the ability to deal effectively and positively with Council members, the public, colleagues, and other professionals.
- Excellent and demonstrated written and oral communication skills including the ability to present complex planning information in a clear and succinct manner.
- Organize work schedule to meet deadlines and priorities.
- Ability to interpret bylaws, maps, legal documents, land title information and relevant legislation.
- Experience interpreting and applying Provincial and local government legislation relevant to land use and parks planning.



- Good knowledge of the current practices, principles, techniques and methods applicable to land use and parks planning.
- Experience administering land use and development review and approval processes in an effective manner including communication with the public and development community.
- Review and accurately interpret statistics, maps, architectural design and site plans, specifications, standards and regulations.
- Valid Class 5 Driver's License.

Applications will be accepted until the position is filled, with review beginning on Thursday, January 18, 2024. Resumes should be addressed to:

Jason Llewellyn, Director of Planning

Subject Line: Senior Planner (Housing)

Email: hr@rdbn.bc.ca

Mail: PO Box 820, Burns Lake, BC V0J 1E0