



Making a difference...together

Leadership Opportunity

Senior Manager, Regional and Strategic Planning

Planning and Protective Services – Regional Planning

Competition	19/179
Status	Exempt Management
Salary Range	\$128,265 - \$150,900 annually
Review of applications begins	4:00pm on September 16, 2019, but the position will remain open until filled

Make a difference and become a part of the Capital Regional District's vibrant future! Located in one of the world's premier places to live, work and visit, the Capital Regional District (CRD) strives to create liveable, vibrant communities, practice exemplary environmental stewardship and build a prosperous and sustainable economy. We are an outcome driven, high performance organization respected for its commitment to the citizens we service and the services we provide.

Position Purpose

Reporting to the General Manager of Planning and Protective Services, the Senior Manager, Regional and Strategic Planning is a division manager responsible for leadership of and senior planning services for the CRD's Regional Planning division and for CRD strategic and corporate planning initiatives. The position provides leadership and direction in the areas of regional growth management, transportation planning, and regional information and research services.

Key Accountabilities/Position Outcomes

- Provides leadership, direction and support in all matters relating to the delivery of services of the Regional Planning division, and for strategic and corporate planning initiatives of the CRD.
- Develops and coordinates the implementation and/or design of the regional growth/sustainability strategy, transportation strategy and related initiatives.
- Liaises with and provides effective professional leadership, guidance, advice and information to the CRD directors, committees, departments and member municipalities, and with external agencies including data license agreements.
- Ensures a continued understanding and provides expert advice on regional data management systems, modeling and analysis software and procedures, as well as of urban and regional planning theory, concepts and methods.
- Prepares and presents information to a variety of user and interest groups, including to CRD committees, and prepares applications for grant programs to enhance the delivery of service.

Qualifications

Degree in urban and regional planning or equivalent with 10 years progressively responsible and directly related experience, including substantial technical and administrative experience in regional planning services preferably in a local government setting, and significant experience in staff leadership; or an appropriate combination of qualifications, training and experience. Requires full membership in the Canadian Institute of Planners.

Role Specific Knowledge, Skills and Abilities:

- Proven ability to establish and maintain effective working relationships with internal and external organizations.
- Ability to generate, coordinate and manage multiple projects for a number of program areas and to meet required objectives and deadlines.
- Knowledge of the Local Government Act and other relevant legislation and regulations.
- Extensive knowledge of and experience with project design, management and implementation.
- Extensive knowledge of technical planning concepts and methods including statistics and census concepts, definitions and data, projections and modeling for land use, demographics, housing, employment and transportation.
- Excellent organization, customer service, public relations, communications (written and verbal), project management and leadership skills. Computer literacy required.
- Valid BC Driver's License.

Applications

To apply for this exciting opportunity, please submit your resume and covering letter online at www.crd.bc.ca under "[Careers](#)".

The CRD wishes to thank you for your interest and advises that only those candidates under active consideration will be contacted.



Appendix – Leadership Profile

CRD Leaders are champions for creating an accountable, high performance, service oriented organization that makes a difference in our community. They pay attention to shifts and trends in an ever-changing and complex environment and think strategically to serve residents, businesses and local governments today while developing a sustainable organization for the future.

Leadership Summary:

Leaders at this level generally provide leadership and direction to multiple functional areas through lower level managers. Operating with a high level of autonomy and exercising considerable judgment, these leaders develop operational and financial objectives and they provide strategic direction and deploy resources to ensure business objectives are achieved. They leverage relationships with internal and external clients to identify business issues and support business needs, and use in-depth functional and business expertise to direct the resolution of highly complex or unusual business problems that cross functional lines.

CRD Leadership Competencies:

While CRD Leaders are accountable to all Leadership Competencies, the following have particular relevance to this position:

Is Accountable for Results

Aligns the people, resources and systems necessary to deliver business results, including:

- Takes personal accountability for actions and outcomes in own area of responsibility
- Delegates appropriately to achieve results
- Empowers others to be accountable by setting clear outcomes, checking-in regularly, and providing mentoring to ensure goals are met
- Celebrates individuals/teams successfully delivering outcome

Models Integrity

Inspires trust by maintaining high personal standards that align with the values and philosophy of the CRD, including:

- Follows through on commitments and communicates progress
- Invites input and displays a genuine interest in the ideas and concerns of others
- Cultivates an open, respectful and transparent work environment
- Demonstrates humility by admitting errors and learning from mistakes

Focuses on Service

Maintains a focus on service (internal and external) including:

- Solicits information and feedback from clients and uses it to continually improve service
- Ensures decisions and changes align with our core business and serve the client
- Models a personal commitment to making a difference for clients
- Empowers employees to be accountable by removing barriers to service
- Recognizes and rewards employees for finding ways to improve service

Builds Partnerships

Pulls people together to accomplish goals that could not be reached individually, including:

- Uses formal and informal networks to identify opportunities for collaboration
- Invites participation from diverse groups with common interests
- Balances consensus building skills with negotiation and influencing skills to achieve outcomes
- Empowers team members to take joint ownership of outcomes

Understands the Politics

Uses an understanding of the complexity and nuances of own political arena (internal and external) to gain stakeholder support, including:

- Communicates relevant and timely information and alternatives to help stakeholders make decisions
 - Anticipates barriers and motivators for stakeholder support
 - Balances the nature of communication between informing and influencing
 - Uses an understanding of timing to take the right action at the right moment to gain stakeholder support
- **note: internal stakeholders can include decision makers, those who allocate resources and/or superiors

Develops Others

Develops organizational talent by engaging others in learning and growth opportunities, including:

- Uses a variety of formal and informal learning opportunities to get the most out of training and development budgets.
- Assigns challenging work that engages employees and prepares them for future success in the organization
- Supports others' learning by setting clear goals, securing required resources and providing mentoring and coaching
- Assigns high performers to mentor, coach and teach others