



## Confidential Position Specification

### City of Vancouver

<b>POSITION</b>	Director of Planning
<b>LOCATION</b>	Vancouver, British Columbia
<b>CORPORATE WEB SITE</b>	<a href="http://www.vancouver.ca">www.vancouver.ca</a>
<b>REPORTS TO</b>	Jacque Forbes-Roberts, General Manager Community Services
<b>DIRECT REPORTS</b>	Please see organizational chart

### THE ORGANIZATION

The City of Vancouver is the host of the 2010 Winter Olympics and has been consistently rated as one of the world's most livable cities. It is renowned for being innovative and on the leading edge of ideas, and in particular recognized as a leader in the areas of sustainable development and public involvement.

Located on the edge of the Pacific Ocean between mountains and rainforest, Vancouver is a young, innovative city facing the challenges and opportunities of rapid growth. It is home to about 575,000 people, while serves over a million daily residents, workers, tourists and shoppers. It is situated within a region of over 2.2 million ethnically and socially diverse people. Vancouver is the largest city in the province of British Columbia and the third largest city in Canada. Vancouver is home to spectacular natural scenery and a bustling metropolitan core, distinctive neighbourhoods, and boasts one of the mildest climates in Canada.

The City of Vancouver supports a wide range of destination sites – from more than 190 parks, world class restaurants, and proximity to incredible outdoor recreational activities such as skiing, golf, and boating – that are interesting places to visit for tourists and residents alike. Vancouver is also home to many other sights and is networked by an expanding transportation system.



The *mission* of the City of Vancouver is to: "To create a great city of communities which care about its people, its environment and the opportunities to live, work and prosper."

The *values* of the City of Vancouver include:

- Responsiveness: To listen to all the people we work with and serve and to act in a timely and sensitive way.
- Excellence: To strive for the best results.
- Fairness: To apply unbiased judgment and sensitivity.
- Integrity: To be open and honest and to honour our commitments.
- Leadership: To set examples that others will choose to follow.
- Learning: To increase knowledge and understanding in the workplace and in the community and to grow through our successes and our mistakes.

The *objectives* of the City of Vancouver are:

- To enhance community and individual well-being: social, economic, and physical.
- To protect and improve the environment.
- To provide quality service equitably.
- To create a challenging, safe, healthy, and rewarding workplace.
- To be fiscally responsible.
- To create good government through public participation, internal improvement, and constructive external relations.

**Community Services** is one of several Service Groups in the municipal government of the City of Vancouver and is comprised of 10 departments and groups offering a wide range of services to the community. It is led by Jacquie Forbes-Roberts who reports directly to the City Manager, Judy Rogers. The following departments are included in Community Services (in alphabetical order). Please see organizational chart and website for more detail:

- **Carnegie Centre/Gathering Place/Non-Market Operations**
- **Chief Building Official's Office**
- **Cultural Services**
- **Development Services**



- **Gathering Place**
- **Housing Centre**
- **Licenses & Inspections Social Planning**
- **Drug Policy Group**
- **Social Planning**
- **Planning Department (to be led by Director of Planning)**

The Director of Planning will lead the Planning Department's two divisions, City Plans Division and Current Planning Division. These divisions advise Council on policies which guide growth and change in the City, with an emphasis on land use and built form. The department considers the implications of a wide range of social, economic, physical and environmental issues on the liveability of the City. Most of the Department's work is undertaken in close collaboration with other departments such as Engineering. The Department is responsible for administering the Zoning and Development By-law, and Official Development Plans, as well as responsibility under the Provincial Heritage Conservation Act. The department has won many awards for its work.

The Director of Planning is the approving authority on planning but works very closely and in concert with the Co-Directors of Development Services who are responsible for Development Permits which ensure that the proposed land use and design of buildings conforms to Zoning Regulations, and Building Permits which authorize new construction, renovations, additions and repairs in accordance with the Building By-law.

To view details of the coordinated work-flow management, policy, statutory and technical relationships between Planning, Development Services, Chief Building Official and Licences & Inspections, go to:  
<http://vancouver.ca/commsvcs/orgcharts/coordination.htm>



## THE POSITION

The two current Co-Directors of Planning will be retiring over the next several months after many successful years of service. The intent of the City is to re-combine these two positions into a single position, the Director of Planning for the City of Vancouver, which will report directly to the General Manager, Community Services. The Director role has traditionally been filled by a single individual and it is only over the past decade, due to a unique set of circumstances, that it was filled through the complementary skill sets of two very successful co-Directors, Ann MacAfee and Larry Beasley.

The Director of Planning is the City's senior advisor on land use and related policies and represents the City in the planning and negotiation of major private and public developments and on a variety of regional committees. He/She will be responsible for approximately 108 staff. This high profile and very public role carries specific Council appointment of authority as the Director of Planning Approval Authority.

The City seeks a "sophisticated urbanist" who understands the ecology of high density cities and has the ability to look beyond the build form to the city as a socially, culturally, and environmentally sustainable place. The City has enjoyed tremendous international recognition for its planning success and is being used as a model for many other jurisdictions around the world interested in creating high density, sustainable, and livable urban centres.

The position will benefit from a talented existing team and legacy of vision and strong policy work, which will require evolution and gradual renewal...but not revolution. The City is looking for an accomplished urbanist who above all else is a "convener of ideas", and can facilitate creative problem solving with stakeholders of all levels and interests. It is vital that the successful candidate has the experience and ability to work within the public service, with external stakeholders such as communities and developers, and with City Council.

The City is bounded by oceans and mountains - there are no greenfields left to develop and so the role of the Director of Planning is to renew and refresh existing spaces...with the involvement and input of diverse community stakeholders. While there are still significant creative projects in the future, the "bones" and footprint of the City has been essentially defined and so creativity, ingenuity, and facilitation are required to continue to enhance and renew it.

The City of Vancouver is bounded by other municipalities and is set within the Greater Vancouver Regional District (GVRD). It is critical that the Director of Planning be an influential and proactive voice within the larger region, including with the Provincial



government, as regional decisions will have a profound impact on the City of Vancouver, and visa versa. The provincial transportation strategy is an example of the need for strong Planning involvement at the various regional tables.

The Director of Planning must embrace the role of ensuring that the City of Vancouver has a forward looking vision: one with a focus beyond physical design, incorporating social, cultural, and environmental sustainability and priorities.

#### **Near-Term Requirements**

- **Policy Initiatives:** Become familiar with CityPlan, Vancouver's Directions for the future, Community Plans, and a variety of Transportation and Financing Growth Strategies, all of which are being implemented. Lead the Metro Core Jobs and Economy policy review (currently underway) to determine future policy for residential and commercial land use in the inner city. Lead the City's contribution to the review of the Greater Vancouver Livable Region Plan and direct the City's commitment to regional directions.
- **Project Initiatives:** Become familiar with the City Plan and major planning projects underway, including but not limited to: the Olympic Village, Woodward's redevelopment, South-East False Creek, Vancouver General Hospital Precinct, Cultural Precinct, Canada Line Stations, and numerous downtown private developments, etc.
- Ensure major projects continue to progress on schedule with regards to zoning and development, troubleshooting and facilitating resolution as required.
- Develop trusted relationship with the leadership of Community Services, Planning staff, City Council, and community stakeholders.
- Participate in the *Metrocore Study*, a major land use policy review that will determine future policy for residential and commercial land use.

#### **Long-Term Requirements**

- Continue to renew and refresh the CityPlan vision. Ensure planning approaches continue to meet the evolving needs of citizens.
- Implement the Community Visions (Plans) with and emphasis on establishing Neighbourhood Centers and other initiatives to enhance sustainability by increasing housing density in lower density areas.
- Update plans in higher density areas to reflect the CityPlan Directions.
- Lead Planning's contribution to Corporate initiatives on emerging issues including housing affordability, homelessness, safety, and renewal of cultural infrastructure.
- Work with community stakeholders, developers, and policy makers around future major projects including the Oakridge area redevelopments, central waterfront redevelopment (Whitecaps Stadium), False Creek Flats study, etc.



- Be responsive to the requirements of Council and community stakeholders' long term planning and development needs.
- Develop and mentor a world class team of urban planners, to ensure succession potential.
- Commitment to at least seven to ten years of service.

### CANDIDATE QUALIFICATIONS

#### *Education*

- A graduate degree in Planning or closely related field.
- Eligible for membership in the Canadian Institute of Planners.

#### *Language*

- Fully fluent in English (written and spoken). Other languages would be an asset.

#### *Experience*

- Demonstrated leadership role in Planning at a Municipal or Regional level with a population greater than 500,000 people.
- Demonstrated ability to develop and implement leading edge urban planning and sustainability policy.
- Superb ability to shape and conceptualize a city through a robust policy framework.
- Experience and commitment to "experiential planning"...to create a livable city.
- Demonstrated experience in discretionary zoning and high density urban centres.
- Demonstrated experience and success in urban planning, policy, and design: a credible and recognized spokesperson for urbanism.
- Experience in harnessing the ability, energy, and resources of the creative sector in contributing to the development of urban place and economy.
- Demonstrated ability to lead and mentor high performance teams of professionals.
- Demonstrated experience successfully addressing complex issues.
- Demonstrated experience successfully working with a variety of stakeholders including community groups.
- Demonstrated leadership and technical competency in designing and implementing environmentally sustainable solutions.
- Respect for the contribution of citizens and the private sector in policy planning and implementation



- Experience in facilitating solutions across multiple levels of government (including political and public service) at a municipal, provincial, and federal level and external stakeholder groups.
- Demonstrated ability to catalyze results within a public system...experience in making things happen within a bureaucracy, although not at the expense of policy and public process.
- An understanding of Vancouver's role within the Lower Mainland region.
- Successful experience working within a unionized environment.

#### *Managerial/Leadership Skills*

- A great thinker - ability to problem solve and develop creative solutions to very complex problems.
- Outstanding communication skills: highly personable, assertive, convincing, and able to deal with all levels of stakeholders and interest groups and inspire confidence.
- Collaborative and open leadership style.
- Demonstrated people leadership skills - interest and ability to develop and mentor team members and create high performance teams, to inspire and enable talented staff.
- Good coach and listener, flexible and fair.
- Very strong strategic thinking ability together with a high level of pragmatism: strategic mind, imagination, creativity, and demonstrated problem solving skills.
- Passion for public policy and civic duty ...a genuine philosophy of public involvement.
- Outstanding facilitation skills and ability to energize groups of people.
- Politically astute - this individual must have the ability to build relationships and credibility at the most senior levels throughout the business, political and stakeholder communities.
- Is well organized and possesses high intellectual capacity with the ability to communicate and negotiate effectively at all levels, internally and externally.
- Media savvy and superb public speaking skills.
- Stamina, energy, and willingness to commit to a heavy workload.

#### *Personal Characteristics*

- An open-minded convener of ideas. Not positional.
- A passion for results: a sense of urgency, self motivated, results oriented, and a disciplined doer.
- Strong personal impact based on confidence, credibility, leadership, and interpersonal skills.
- A model of integrity, trust, openness and fairness.
- Demonstrates respect for other perspectives.
- Inquisitive: asks why, and what for?



- Truly motivated by collaboration and open minded.
- Comfortable with complexity and constant change.
- Comfortable with ambiguity and multi-stakeholder perspectives.
- Absolute integrity and personal commitment to the public good.
- A passion for creative policy, experiential design and sustainability.
- A lateral thinker seeking new solutions.
- Aligned with the values of diversity, inclusiveness, and sustainability.

### COMPENSATION

A competitive compensation package, including base salary as well as benefits and relocation assistance, will be provided.





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----- ALL INQUIRIES ARE HELD IN STRICT CONFIDENCE -----