



Municipal Internship Program – Host Profile

County of Grande Prairie

Program stream: Land Use Planner

<https://www.countygp.ab.ca/>

*From homesteads to urban centres,
experience the full range of community planning with the County of Grande Prairie.
The County encompasses a vast area with unique communities and varying Planning needs.
This includes agricultural development, country subdivisions, and rural and urban hamlets.
This is an opportunity to work as part of a collaborative,
multi-disciplinary team to update the County's planning framework.*

About the County of Grande Prairie

The County and region boasts a variety of outdoor recreation opportunities, such as an expansive trail network, campground, cross-country ski trails, Nitehawk ski hill and mountain bike trails, golf and disc golf courses. There are also fantastic indoor amenities like the County Sportsplex, the Eastlink Centre, movie theatre, shopping center, restaurants and more.

Though the County is predominantly rural, the intern will be working from the Clairmont office. Clairmont is an urban hamlet directly adjacent to the City of Grande Prairie. Clairmont and the City have all the essential major services such as a regional hospital, Northwest Polytechnic, shopping, and recreation.

[Watch video about the County of Grande Prairie](#)

About the County of Grande Prairie as an employer

The County strives to be an innovative and collaborative place to work. In Planning, we work closely with other departments to manage development and deliver services. Further, the organization encourages employees to pursue professional development with conferences, courses or other opportunities, depending on the individuals' needs. The organization also supports a work-life balance with flexible work options and a competitive benefits package.

Please see our [Career Page](#) to learn more about our organization.

What's happening in the County of Grande Prairie?

The Planning Department's major project for the next few years is 'Plan Your County'. 'Plan Your County' is the overarching process of updating all the County's planning documents. This includes a Hamlet Resiliency Strategy, Municipal Development Plan review, Land Use Bylaw review, Area Structure Plan creation and updates, Intermunicipal Development Plans and other documents.

Proposed intern activities

The intern will be participating in the County's 'Plan Your County' initiative, working on a range of different planning documents and projects. The intern will also be involved in day-to-day planning which includes rezoning, subdivisions, and development permits. The intern will also be encouraged to work with other departments depending on their areas of interest.

Find out more at www.alberta.ca/municipal-internship-program.aspx

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Employment Details

Work arrangements: We offer flexible options for working in the office and from home. For the internship, the preference will be for the intern to be in the office most of the time to participate in collaboration and peer-learning.

Driver's Licence: Required

Public Transit: Public transit is not available in the County. There is transit within the City of Grande Prairie.

What the County of Grande Prairie is looking for in a candidate

- strong communication skills.
- guiding the public through the development process
- providing customer service for applicants
- presenting to Council
- writing reports and other materials
- Strong problem-solving skills are important
 - We deal with a complex legislative framework and receive many unique applications or projects that require the ability to solve challenging problems
- The ability to take on complex analytical tasks is an important asset. As part of our various projects, planners are expected to conduct analysis such as:
 - land use and consumption pattern analysis
 - multiple criteria suitability analysis
 - policy analysis with support from colleagues

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