



EXECUTIVE RECRUITMENT OPPORTUNITY

Director of Planning & Development Services

Build communities. Shape growth. Live well.

Permanent, Full-Time | Hybrid | Sussex, New Brunswick

REGIONAL IMPACT

Lead planning and development services across a diverse and growing region.

PROFESSIONAL GROWTH

Join the senior leadership team and help shape modern regional service delivery.

QUALITY OF LIFE

A career with room to lead — and a region with room to breathe.

THE OPPORTUNITY

The **Kings Regional Service Commission (KRSC)** is seeking an experienced, collaborative planning professional to lead our modern regional Planning & Development Services function. Reporting directly to the Chief Executive Officer as a key member of the senior leadership team, the Director will play a vital role in shaping how communities across the Kings Region grow, invest, and plan for the future.

This role provides an exceptional opportunity to balance professional leadership with an enviable quality of life. Discover the region and its destination identity at fundyfoothills.ca.

Why This Role Matters

- **Drive Modernization:** Lead land-use planning, rural plan modernization, and development services across multiple communities.
- **Elevate Standards:** Shape regional service standards, customer experience, and development processes.
- **Collaborate Broadly:** Work directly with elected officials, municipal leaders, developers, and provincial partners.
- **Build Capacity:** Guide major planning initiatives and build internal professional expertise.

Why the Kings Region

- **Unmatched Lifestyle:** Enjoy rolling hills, rivers, working farms, local makers, and year-round outdoor adventures.
- **Perfect Balance:** Experience a slower, more connected pace of life within easy reach of Saint John, Moncton, and Fredericton.
- **True Flexibility:** Benefit from a hybrid work environment designed to support autonomy and sustainable performance.



POSITION PROFILE

The Director provides comprehensive strategic and operational leadership to the Commission's planning, development, subdivision, and building inspection coordination functions. The role ensures services are delivered in a professional, consistent, responsive, and customer-focused manner while maintaining regulatory integrity.

Work Model: Hybrid structure combining activities at the KRSC office in Sussex, home office options, and regular field presence throughout the Kings Region. Occasional attendance at evening council or committee meetings is required.

KEY RESPONSIBILITIES

Leadership & Department Management

- Provide strategic direction, operational oversight, and budget administration for Planning & Development Services.
- Lead, mentor, and support department staff while fostering an accountable and service-oriented culture.
- Establish work plans, departmental priorities, performance measures, and clear service standards.
- Contribute actively to organization-wide strategic goals as a core member of the senior leadership team.

Land-Use & Community Planning

- Serve as KRSC's senior professional resource on land-use, zoning, and planning principles.
- Lead the preparation, review, modernization, and implementation of rural plans.
- Formulate clear, evidence-based reports and presentations for the KRSC Board, municipal councils, and provincial authorities.
- Promote solutions that support sustainable growth, housing development, and community investment readiness.

Development Services, Subdivision & Inspection Coordination

- Oversee development review, subdivision applications, and approval processes within KRSC's jurisdiction.
- Facilitate pre-development discussions for complex proposals, ensuring a smooth path through regulatory steps.
- Collaborate with building officials to align planning approvals, development permits, and building inspections.
- Streamline application tracking systems and leverage GIS data to support professional planning evaluations.

Regional & Municipal Relationships

- Build and maintain resilient working relationships with member communities, the Kings Rural District, and the Province.
- Translate complex planning data into clear, accessible concepts for elected officials, stakeholders, and the public.
- Facilitate public engagement processes and represent the Commission on regional planning initiatives.



QUALIFICATIONS

Education & Professional Credentials

- University degree in Planning, Urban/Regional Planning, Community Planning, Geography, Public Administration, or a related field.
- New Brunswick Planners Association Membership & Registered Professional Planner (RPP) designation required.
- Eligibility for membership in the Canadian Institute of Planners (CIP) and a provincial professional planning association is preferred.
- Valid driver's license and capability to travel consistently across the Kings region.

Experience & Skills

- Significant progressive experience in municipal, regional, or community planning, including supervisory or management experience.
- Strong practical comprehension of New Brunswick's local government framework, the *Community Planning Act*, *Regional Service Delivery Act*, and *Local Governance Act*.
- Proven track record of managing complex planning applications, consultant contracts, or major policy initiatives.
- Exceptional relationship-building, conflict-resolution, public presentation, and written communication skills.

TERMS & BENEFITS

- **Status:** Permanent, Full-Time management position.
- **Salary Range:** \$105,000 – \$125,000 annually, commensurate with qualifications and experience.
- **Benefits:** Comprehensive group benefits package and structured RRSP program.
- **Balance:** Paid vacation allowance, professional development opportunities, and standard hybrid flexibility.

HOW TO APPLY

Interested candidates are invited to submit a comprehensive cover letter and resume detailing their relevant planning leadership experience to:

Email: akyle@kingsrsc.ca

Subject Line: Application: Director of Planning & Development

Application Deadline: Applications welcome until position is filled

Kings Regional Service Commission is committed to creating an inclusive workplace and providing equal employment opportunities. We thank all applicants for their interest; however, only those selected for an interview will be contacted.