

Manager, LADM (25002)

Job Title: Manager, Linear Assessment and Data Management

Job Requisition ID: 25002

Ministry: Municipal Affairs

Location: Edmonton

Full or Part-Time: Full Time

Hours of Work: 36.25 hours per week

Regular/Temporary: Permanent

Closing Date: April 15, 2022

Classification: Management Manager Zone 2

The Government of Alberta, Municipal Affairs, Municipal Assessment and Grants Division is looking for a Manager, Linear Assessment and Data Management to join their team. The Manager is required to be an effective team leader, knowledgeable about the legislation provisions for preparing regulated property assessments, a strong communicator, and able to build and maintain respectful relationships with municipalities, industry and their representatives. This individual must also be a strong contributor to operational directions and strategies for the Linear Assessment and Data Management Unit (LADM), an effective auditor of property data, and an effective strategist and knowledgeable expert in defending assessments before the quasi-judicial tribunal. This is a highly responsible position with significant accountability in terms of delivering timely accurate assessments that provide a significant revenue stream for the municipalities in Alberta.

The Manager will be required to work collaboratively with the PA's managers in the CIPA Unit as many of the resources are shared including but not limited to the geospatial system (GIS); the assessment system (ALPAS and CAMALot); data analysts; quality control managers; and the records management system. There will be coordination with the LADM to prepare the legislated documents such as the provincial assessment roll and notices once all the DI property assessments are calculated.

The main responsibilities of the Manager, LADM are:

- Managing the assessments for linear properties
- DI Linear Property Assessment complaints
- Identify assessment and administrative business process movements
- Provide leadership and operational direction to a team of professional and possible contracted staff
- Engage, consult and liaise with internal and external stakeholders on the DI linear property inventory.

The qualifications for the Manager, LADM are:

Required:

- Professional accreditation (which on minimum takes 4 years to complete) through the Alberta Assessors' Association (Accredited Municipal Assessor of Alberta (AMAA)), the Appraisal Institute of Canada (Accredited Appraiser Canadian Institute (AACI)), or the International Association of Assessing Officers (Certified Assessment Evaluator (CAE)) supplemented with at least 5 years of progressively responsible experience
- Acceptable equivalent with a degree and diploma will be considered
- Strong knowledge of the Alberta assessment and taxation process
- Experience with property assessment services and supports

Desired:

- Ability to develop and define strategic initiatives and successfully implement within multi-disciplinary teams
- Competency with public presentations and ability to tailor presentations to effectively communicate to a diverse stakeholder group
- Demonstrated research skills and knowledge of quantitative analysis.

- Excellent verbal and written communication skills to work with, coach, train and mentor a broad range of people in various positions within the DI Linear Property Assessment team.
- Demonstrated leadership and supervisory skills.

Equivalencies will be considered.