



Join Our Team as a Planning Officer!

Kyogle Council is seeking a Planning Officer who will play an important role in delivering planning services to support sustainable economic growth and development across our beautiful local government area.

Why Work with Us?

Kyogle Council isn't just a workplace – it's a community. We value collaboration, integrity, and delivering high-quality services to our residents. Here's what we offer:

- Salary: Grade 6 – 8. Starting at **\$71,583.20 pa** or up to **\$99,262.80 pa** depending on experience
- Benefits:
 - ✓ 9-day fortnight – enjoy a long weekend every second week
 - ✓ Generous superannuation
 - ✓ A friendly, supportive and flexible working environment

What You'll Be Doing:

As the Planning Officer you will be key in assessing development applications, provide technical advice and correspondence to internal and external stakeholders on planning and development matters across our diverse region.

Your day-to-day will include:

- Assessing development applications in accordance with relevant legislation and planning instruments
- Assisting in the preparation of strategic and statutory planning documents such as Local Strategic Planning Statements, Local Environmental Plans and Development Control Plans
- Carrying out site inspections and monitoring the construction of new development to ensure compliance with approved plans and conditions of development consent
- Investigating unauthorised development
- Providing technical advice and preparing correspondence to internal and external stakeholders on planning and development matters
- Preparing reports on development, planning and other matters where required
- Assisting in developing and maintaining a team culture that values performance, continuous improvement and adherence to public sector values in the delivery of high-quality services

About You:

The ideal candidate will have:

- Tertiary Qualification in Urban and Regional Planning and/or equivalent industry experience
- Drivers Licence Class C

About Kyogle:

Located in the heart of the Northern Rivers, Kyogle offers the perfect mix of rural charm, community spirit and natural beauty. Imagine working in a region where your work supports sustainable development, your weekends are filled with rainforest walks, and your commute is traffic-free.

How to Apply:

To apply, please submit a cover letter explaining how your skills, experience, and qualifications make you a great fit for this position, along with your current resume.

Send your application by email HumanResources@kyogle.nsw.gov.au or by post, marked "Confidential," to the Human Resources Manager, Kyogle Council, PO Box 11, Kyogle NSW 2474.

Applications received that do not have a cover letter addressing your skills, experience and qualifications will not be assessed. Applications will be assessed as they are received.

Kyogle Council is an equal opportunity employer and encourages applications from people from diverse backgrounds and experiences, people living with disabilities and indigenous Australians.

Applications close **Friday 10 April 2026**