

Municipal Internship Program

2025 Host Profile for Town of Stony Plain ([website](#))



Community

Welcome to Stony Plain, a growing community of over 18,000 strategically positioned as the western gateway to the Edmonton Metropolitan Region, Alberta, and beyond. Our community boasts a unique blend of natural beauty, robust economic opportunities, and a welcoming atmosphere. With a rich agricultural heritage and a thriving business ecosystem, Stony Plain offers a promising environment for growth and success. Explore the possibilities and discover why Stony Plain is the ideal destination for your future.

Municipal Projects

Here in Stony Plain, the intern will support the municipal election by coordinating candidate information, staff training, voting and the post election evaluation with the Legislative Services business unit. The intern will contribute to various summer events through staff engagement, event planning, marketing and on-site logistics with the Culture and Tourism Development business unit. The intern will also have the opportunity to support the administrative planning and monitoring of the Town's advocacy priorities. Working with Strategic Services, the intern will support policy research, prepare briefing materials and monitor outcomes and impacts of announcements.

The Top Three

Commitment to public service

Enthusiasm to learn, collaborate, and contribute

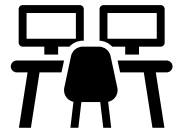
Dedication to high quality productivity

Work

The Intern will have the opportunity to work in our administrative offices, as well as, on site at events and meetings in the community. Hybrid workplace options are available.

Accommodations

The Town of Stony Plain is a growing urban municipality with a diverse range of housing opportunities. Additionally, just a five minute drive away is the City of Spruce Grove with a growing population of 40,000. The City of Edmonton is just 30 minutes away and offers a wide range of housing opportunities. The Town has hosted many municipal interns in recent years that have all found housing options that meet their needs. We will support our new intern with finding accommodations.



Equity, Diversity, and Inclusion

The Town of Stony Plain is committed to fostering the principles of equity, diversity, and inclusion within our community. We are dedicated to removing barriers that have been historically encountered and are currently experienced by some members of our society. The Town of Stony Plain will assess all qualified candidates for employment without regard to race, religious beliefs, colour, gender, gender identity, sexual orientation, physical or mental disability, age, ancestry, or family status. We believe that the diversity of our staff serves as a strength and benefit to our community. To learn more about our values and leadership principles visit [The Town of Stony Plain website](#).

Want to learn more about Stony Plain?
Here are a few links where you can explore more about this vibrant community.

[Know Your Neighbour: Stony Plain](#), CTV News

[2024 Stony Plain Destination Guide](#)

[Parks and Trails](#)

Workplace

To learn more about our staff's experience working with the Town of Stony Plain, check out the [Town of Stony Plain Recruitment Video](#).

Transportation

A driver's licence is required for this position. In partnership with the Town of Stony Plain, City of Spruce Grove and Parkland County, there are three transit options provided in the region; On-Demand, Commuter and an Accessible Transportation Service in Stony Plain, Spruce Grove, Parkland Village and Acheson. To learn more, visit the [Town of Stony Plain's Transit page](#).

Salary

The Town of Stony Plain is offering an annual salary range of \$61,898 - \$78,752.

