

## **Parks Planner**

### **Permanent Full-Time (35 hours per week)**

Are you naturally collaborative, service-oriented and community-focused? Do you want to make a difference in your community and be part of an organization that has a direct impact on the quality of life of residents in the Comox Valley? At the Comox Valley Regional District (CVRD) we are committed to fostering a respectful, inclusive, equitable and diverse workplace which is representative of the community we serve. Our core values-collaboration, service, accountability and sustainability help guide us in everything we do. If you share our commitment and values, please consider applying with us.

In addition to the Comox Valley being an attractive geographic location to live and play, rich in rural agriculture, vibrant urban development, meandering coastline and dramatic mountains, working at the CVRD provides work/life balance through flexible work options, competitive salary and wages, employer-paid benefits package, and municipal pension plan. At the CVRD we value continual learning and growth and support employees' development through technical, professional, and leadership training.

Working with the CVRD is a plus for everyone. To learn more, visit our website at [www.comoxvalleyrd.ca/about/careers/work-cvrd](http://www.comoxvalleyrd.ca/about/careers/work-cvrd)

We are accepting applications for a full-time Parks Planner to join our Parks team.

The primary responsibilities of the role are to:

- Implement and update the electoral area community parks as well as regional trails strategic plans which outline the vision for future parks and trails within the CVRD;
- Design, coordinate and facilitate consultation and engagement processes to determine community needs and desires for the development of parks and green space;
- Draft park management plans, departmental policies and procedures.
- Prepare and present staff reports and park plans to directors at CVRD board and committee meetings;
- Lead the planning and design of a variety of park and trail project initiatives including park site plans and park capital infrastructure renewal and development projects;
- Evaluate existing park and trails usage and preparing recommendations and designs for upgrades;
- Coordinate parks and trail land acquisitions and tenure agreements

Our ideal candidate is:

- Knowledgeable about provincial legislation relating to the work, including the *Local Government Act*, *Land Title Act*, and *Agricultural Land Commission Act*.
- A strong communicator with the ability to explain parks processes to the general public and community user groups and to facilitate public meetings and workshops.
- Skilled in balancing multiple priorities and overseeing multiple projects simultaneously.
- A strong researcher with excellent writing skills.
- Possesses considerable working knowledge of the principles of park and trails planning, development and operations.
- Able to prepare park management plans, parks and trails master plans and site drawings related to the implementation of plans.
- Educated in parks planning, land use planning, landscape architecture or related discipline at the post-secondary level (undergraduate degree) and over five years directly related experience in parks planning.
- Flexible in working a variety of shifts including some evenings and weekends.

This is a CUPE Local 556 position with a wage rate of \$45.57 per hour.

To review the complete job description and to apply go to [www.comoxvalleyrd.ca/jobs](http://www.comoxvalleyrd.ca/jobs).

The closing date for this position is 3:00 pm on October 10, 2024. Applications for available positions with the CVRD must be received prior to the indicated closing date and time. We appreciate all applications; however, only short-listed candidates will be contacted.

*The CVRD respectfully acknowledges the land on which it operates is on the unceded traditional territory of the K'ómoks First Nation, the traditional keepers of this land.*

*The CVRD is committed to providing a safe, respectful and inclusive work environment. We celebrate diversity and welcome applications from all qualified candidates*