



Community Planner

The Corporation of the Township of Clearview

Clearview Township is currently seeking a permanent full-time Community Planner.

Clearview Township is located in a region that has a long history as one of Ontario's favorite tourist and vacation destinations, attracting over 2 million visitors annually. Our community offers all the modern urban amenities with the attractiveness and friendly charm of small-town quality of life.

Qualifications:

Recognized Degree in Land Use Planning. Full membership in the Canadian Institute of Planners (MCIP) and Registered Professional Planner (RPP) maintained in good standing. RPP candidates may be considered. **Minimum 3 years experience in Land Use Planning, preferably in a municipal environment**, and a valid G Driver's Licence.

Responsibilities:

Reporting to the Manager of Planning, the Community Planner is responsible for a wide range of Planning Department initiatives including processing all types and complexities of Planning Act applications, as well as conducting planning policy research, analysis, and creation.

The Township's Community Planners are responsible for coordinating and providing leadership in review and analysis of complex land use planning and development issues and proposals. The Community Planners act as the key contact for applicants, landowners and the development community and are responsible for monitoring, interpreting and reporting on legislative initiatives, changes in regulations, and policies at the Municipal, County and Provincial levels. Community Planners are expected to report to advisory committees, Committee of Adjustment, and Council on land use planning and development. The Township's Community Planners sit on the Township Development Team as core members.

The Township's Community Planners are also expected to possess the following skills and experience: proven ability and experience in writing and editing clear, concise reports to external bodies; able to handle difficult and conflict situations, make independent decisions, and problem solve; communicate professionally; defuse periodic conflict situations involving the public, applicants and/or members of staff. In addition, the candidate will have excellent computer, customer service, interpersonal, project/time management, problem solving, presentation, and communication skills. The successful candidate is expected to regularly attend council and other meetings, which may occur after regular business hours.

Salary:

Salary range offered for this position is \$80,692 to \$99,071 per year plus a competitive benefits package that includes matched OMERS contributions and Extended Healthcare through Sun Life.

Note: The preferred candidate must be willing to provide consent for the Township to conduct a criminal background and vulnerable sector check prior to finalizing an employment offer.

Interested candidates are invited to forward their resume and covering letter quoting **job # 2024 - 040** to Human Resources **by Friday, September 25, 2024** to: hr@clearview.ca

We thank all applicants for their interest; however, only those applicants selected for an interview will be contacted. No phone calls please. The Township of Clearview is an equal opportunity employer.

Accommodation will be provided in accordance with the Accessibility for Ontarians with Disabilities Act (AODA).

Please visit: www.clearview.ca