



DISTRICT OF SAANICH
PLANNING
CURRENT PLANNING & COMMUNITY PLANNING

PLANNER or PLANNING ANALYST Up to 3 Casual Positions

The District of Saanich is the largest municipality on beautiful Vancouver Island, blending urban and rural environment and home to approximately 124,000 citizens. Saanich is known for its progressive initiatives in the areas of Current and Community Planning and has been a climate action leader for many years. We provide a welcoming environment and maintain a healthy, dynamic, and safe workplace that consistently attracts the best talent to provide excellent services to our community. The District offices are located next to beautiful Swan Lake Nature Sanctuary and are accessible by rapid transit and via the Galloping Goose and Lochside Regional trails.

Do you have experience yet not want to be tied down to a Monday to Friday schedule? Are you looking for a flexible work schedule and enjoy project work? If so, Saanich is seeking up to 3 experienced Planner and/or Planning Analysts to serve as part of a casual pool in the Community Planning and Current Planning department to do project work, and tasks on an as needed basis. The successful candidates may be called on for short-term project work (research, analysis, policy development), provide vacation relief or assist with time sensitive initiatives.

Planner: You will be called upon to undertake a wide variety of municipal planning work. In the community planning role work could include: managing community planning projects; designing and delivering public engagement processes, implementing principles of good urban design, writing planning reports and correspondence, and undertaking research and analysis. In the current planning role tasks could include: managing development applications, developing and implementing principles of good urban design, writing planning reports and correspondence, planning research and Zoning Bylaw interpretation. Requirements include a Master's Degree in Planning, five years' experience in planning (preferably municipal planning); membership in the Canadian Institute of Planners.

Planning Analyst: You may also be interested in gaining valuable experience and taking advantage of progression opportunities in a Planning Analyst role. Responsibilities are varied and include managing smaller scale community planning projects or development applications, conducting research and analysis, producing reports and recommendations on a variety of Planning issues, and assisting with community engagement activities. Requirements include a Master's degree in Planning or related discipline, two years of Planning experience and experience with GIS and design programs (related experience will be considered).

You can apply for one or for both positions. **Please indicate the positions you are applying for in your covering letter.** Candidates will be assessed based on their qualifications (including a combination of education and experience) and may be considered for either position.

If you have specific questions, you can contact Pam Hartling, A/Manager of Current Planning (email: pam.hartling@saanich.ca phone: 250-475-7139) or Cameron Scott, Manager of Community Planning (email: cameron.scott@saanich.ca phone: 250-475-7115).

These are C.U.P.E. Local 2011 positions with a wage of \$56.08 per hour (Planner) or \$49.41 (Planning Analyst), plus 15% in lieu of benefits. Job description and competition information can be found at www.saanich.ca. **Please apply by 11:45 p.m. on September 30, 2024 quoting competition 24271 to:** Human Resources, District of Saanich, 770 Vernon Avenue, Victoria, BC, V8X 2W7. As a component of the selection process, testing may be conducted. Only those under consideration will be contacted.

The District of Saanich is recognized as one of BC's Top Employers for 2024. As an equitable and inclusive employer, we value diversity of people to best represent the community we serve and provide excellent services to our citizens. We strive to attract and retain passionate and talented individuals of all backgrounds, demographics, and life experiences. If you require any adjustments to enable participation at any stage of the recruitment process, please contact in confidence accessibilityHR@saanich.ca. We thank all applicants for applying.