

# Clarington

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## **We're looking for a Planner II to join Clarington's Planning and Infrastructure Services team!**

### **Who we are**

Clarington is a place of possibilities. We are one of the fastest-growing municipalities in Durham Region, and more than 107,000 people call Clarington home across four urban centres and 14 hamlets. Clarington offers a perfect blend of urban living and country charm and is known for its thriving energy sector, historic downtowns and as a great place to raise a family.

Our people enjoy a collaborative work environment, work-life balance, and are at the forefront of community impact. We value accountability, integrity and respect, and are committed to fostering equity, inclusion and diversity in the workplace. Together, we strive to enhance the quality of life for residents today and for future generations who call Clarington home. The future is bright – and working with the Municipality of Clarington means you can help shape it. How will you make your mark?

### **Position snapshot**

Reporting to the Manager of Community Planning, the Planner II will support land use planning policy work. This position includes working with staff, consultants and the community to ensure that policies reflect Clarington's priorities on sustainable development, urban design and affordable housing. Community Planning is responsible for strategic long-range planning including the Official Plan and the development of Secondary Plans. The Division reviews, comments and implements Regional and Provincial Policy and supports both the Cultural Heritage and the Agricultural Advisory Committees of Council.

### **What you'll be doing**

The following responsibilities and duties of this position include but are not limited to:

- Undertaking and/or assisting with policy projects such as the Official Plan Review, new updates to Secondary Plans, and other policy matters.
- Undertaking or reviewing studies, researching projects and data analysis related to land use, environmental impacts, cultural heritage, housing and similar planning studies.
- Analyzing issues and formulating policy recommendations to Senior Staff.
- Assisting with other Planning and Infrastructure division projects
- Representing the Municipality and the Department in a variety of settings.
- Other duties as required.

## Qualifications

The successful candidate will possess:

- A Professional University Degree in Planning or related discipline is a requirement; or possess qualities, skills and work-related experience to the satisfaction of the Deputy CAO of Planning and Infrastructure Services.
- Membership in the Ontario Professional Planner Institute or equivalent professional organization to the satisfaction of the Deputy CAO of Planning and Infrastructure Services.
- A minimum of three (3) years' relevant experience in municipal planning and/or to the satisfaction of the Deputy CAO of Planning and Infrastructure Services.
- Good working knowledge of the Planning Act, Provincial Policy and Plans and municipal development processes.
- Solid understanding of good urban design principles.
- Demonstrated written and verbal communication skills, attention to detail and the ability to meet deadlines.
- Excellent project/task management skills including timely delivery of results.
- Excellent research, analytical and problem-solving skills.
- Demonstrated ability to work effectively in team situations and with minimal supervision.
- Commitment to continuous learning.
- Proficiency in Microsoft Office including Excel and PowerPoint
- Proficiency in various software applications including GIS, Development Tracking Systems, Adobe Acrobat and various databases is an asset.
- Ability to travel to various locations in a timely and efficient manner.
- Legally able to work in Canada.

## What we offer

We offer the following for this position:

- Salary: \$81,388 – \$94,351, Code 13 of the 2024 CUPE Inside Collective Agreement.
- The Municipality of Clarington offers flexible work arrangements for eligible roles, where employees are empowered to do their best work in the way that works for them. Currently, this position is eligible for a flexible work arrangement option. Further details on this program will be discussed through the selection process.
- A comprehensive benefits and pension program to ensure that your total compensation package addresses both your work and life needs.
- Hours of work: 35 hours per week, with after-hour meetings required

## We are an equal opportunity employer

The Municipality of Clarington is a progressive employer committed to equity, inclusion and diversity within its community and organization. We are committed to building an inclusive and barrier-free environment for our team.

We are pleased to accommodate individual needs in accordance with the Accessibility for Ontarians with Disabilities Act, 2005, within our recruitment process. If you require

accommodation at any time throughout the recruitment process or in performing your position, should you be selected, please contact the Human Resources Division at [careers@clarington.net](mailto:careers@clarington.net).

### **Additional information and requirements**

Pre-employment testing for this position may include written and oral testing, to assist in determining the successful applicant. A passing score will be considered to be 60% on each test with the highest score considered in the award.

Prior to starting the position, the successful candidate must provide, at their own expense, the following:

- A current (within the last 180 days) satisfactory criminal reference check, from a Canadian Police Information Centre. Criminal Records Checks from third party agencies are not acceptable. Applicants who have been employed with the Municipality within the last year and have provided a criminal reference check within the last 365 days are exempt from providing another criminal reference check

### **Ready to Apply?**

To view this position and to submit your application online, please visit [www.clarington.net/careers](http://www.clarington.net/careers) to view our current Internal job opportunities. Applications will be accepted until January 28, 2025.

This job competition number is Requisition ID 1186

We thank all applicants for their interest. However, only those under consideration will be contacted.

### **Privacy**

Applicant information is collected under the authority of The Municipal Act, 2001 and the Municipal Freedom of Information and Protection of Privacy Act for the purpose of evaluating the applicant. Questions about this collection should be directed to the Municipal Clerk, 40 Temperance Street, Bowmanville, ON L1C 3A6 or by phone at 905-623-3379 ext. 2109.