



Making life better in King

**King is Hiring
Manager of Development Services**

King Township is an idyllic countryside community of communities, proud of its rural, cultural, and agricultural heritage. We are respected for treasuring nature, encouraging a responsible economy, and celebrating our vibrant quality of life. As an organization, we are focused making life better in King, and enriching the lives of all those who live, work, and visit King Township by providing quality services and experiences.

Reporting to the Director of Growth Management Services, the Manager of Development Services is responsible for the following:

- Manages the approval of all engineering aspects of residential, commercial and industrial development consistent with the approved Township Engineering Standards, related Master Plans, Township Official Plan, Secondary Plans, best management practices and other guidance documents and standards.
- Prepares and administers Pre-servicing Agreements and Subdivision Agreements including the release of securities.
- Coordinates a response with the Public Works Department for any development applications requesting deviation from existing Township Standards.
- Updates the Township Engineering Standards as necessary.
- Manages the approval of all Site Alteration, Pool, Hard Landscaping and Entrance permits and the Final Inspections associated with closing the permits.
- Manages the Final Inspections associated with the release of security deposits associated with single-family dwelling and accessory structure building permits.
- Provides technical support to the By-law Division for private property drainage concerns when necessary.
- In association with the Development Planning Division and Public Works Department, ensures coordination, planning and implementation of requisite capital works to meet projected growth.
- Supervises the review and approval of complex development applications and staff assignments in an accountable and transparent framework.
- Responsible for staff planning, recruitment, training, coaching and mentoring, including conducting performance reviews and determining appropriate mechanisms for success in accordance with applicable Collective Agreement, Township policies and practices.
- Coordinates the work of technical staff and retains and oversees external consultants for specialized services as necessary.
- Interfaces with regulatory agencies and communicates compliance requirements to internal stakeholders.
- Continually evaluates the team's activities to ensure effective, efficient and timely service delivery.
- Liaises with landowners, developers, regulatory agencies and consultants to negotiate plan approvals.
- Works collaboratively with committees, Municipal and Provincial governments, boards and advisory groups.
- Appears at formal LPAT hearings and legal proceedings in representation of the Township as necessary.
- Prepares reports and presentations to Committees and Council regarding development engineering approvals and other areas within the Manager's responsibility.
- Responds to inquiries from Councillors, the public, stakeholders, community groups and governmental/regulatory agencies in a timely fashion.
- Develops innovative approaches to achieve sustainable urban and rural development in accordance with corporate directives, community plans and emerging trends.
- Develops effective program delivery methodologies to meet municipal program service requirements with a customer service-centric focus.
- Implements cross-departmental programs aimed at improving status-quo elements and supporting a positive workplace culture.
- Other duties and responsibilities as assigned.

The successful applicant will possess:

- Post-secondary Degree in Civil Engineering - P. Eng or equivalent; Certified Engineering Technologist will be considered.
- Project Management Professional certificate an asset.
- Five (5) years of progressive management experience in municipal development activities.
- Demonstrated experience with coaching, motivating and managing a multi-disciplinary team of unionized, technical and professional staff.
- Extensive knowledge of, and experience with, project and process management.

- Proficiency with MS Office Suite (Word, Excel, PowerPoint, Outlook) and project management related software.
- Sound knowledge and understanding of related Ontario statutes, regulations, engineering guidelines, *Planning Act* and *Municipal Act*.
- Strong interpersonal and communication skills with proven ability to deal effectively with all levels of the Corporation and public, including committees, members of Council, developers, agencies and consultants.
- Team player who contributes to the success and advancement of the Growth Management Services Department and its Divisions (Building, By-Law, Development Planning and Policy Planning).
- Always adheres and promotes the work culture of the Township.
- Valid class G driver's licence in good standing with own vehicle to use on corporate business.

Conditions of Employment:

- Work involves mental and visual concentration with frequent interruptions.
- Availability to work scheduled and unscheduled overtime, including evenings and weekends.
- Attend Council and Committee Meetings, as necessary.
- Must be legally authorized to work in Canada.

Salary Range: \$138,447.40 - \$168,441.00 per annum (2025 Rate)

Qualified candidates are requested to forward their resume to hr@king.ca by **4:30 pm on May 20, 2025**
Or to Human Resources at 2585 King Road, King City, Ontario, L7B 1A1

Please visit www.king.ca for full job description.

We thank all applicants and advise that only those selected for an interview will be notified.

Personal information (PI) is collected under the authority of the *Municipal Act, 2001, S.O. 2001, c.25* and will be used to facilitate the hiring and recruitment process. Personal information (PI) will be protected in accordance with *Municipal Freedom of Information and Protection of Privacy Act (MFIPPA)*. Questions about the collection of personal information (PI) should be directed to the Human Resources Department, 2585 King Road, King City, L7B 1A1 or (905) 833-5321.

We are an Equal Opportunity Employer. In accordance with the [Accessibility for Ontarians with Disabilities Act, 2005](#), the *Integrated Accessibility Standards Regulation 191/11 (IASR)*, and the *Ontario Human Rights Code*, the Township of King will provide accommodations throughout the recruitment, selection and/or assessment process to applicants with disabilities. If selected to participate in the recruitment, selection and/or assessment process, please inform Township Human Resources staff of the nature of any accommodation(s) that you may require in respect of any materials or processes used to ensure your equal participation.