



Director of Planning & Building

The Corporation of the Township of Clearview

Clearview Township is currently seeking a permanent full-time Director of Planning & Building.

Clearview Township stretches south from the shores of Georgian Bay, in the heartland of one of Ontario's most beautiful recreation areas; just a 90-minute drive from Toronto and other major centers in Southern Ontario. The region 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:

Bachelor's Degree in Planning or related field with at least 8 years experience in planning, 5 years of municipal planning, and 3 years of management experience. Member of Ontario Professional Planners' Institute or in progress an asset, similar Canadian credentials an asset.

Responsibilities:

Reporting to the Chief Administrative Officer, the Director of Planning & Building is responsible for overseeing and managing the effective operations of Planning services, GIS, and Building Services, including the development and recommendation of policies and long-range strategies to guide growth and development in the municipality. The Director, Planning & Building oversees all Planning Applications and ensures streamlined practices while providing excellent customer service. This position provides direct supervision to three full-time staff and indirect supervision for up to eight staff.

The preferred candidate will possess a thorough knowledge of all aspects of municipal planning with specific emphasis on Building Code, GIS processes and reports to Council. As well, exceptional interpersonal and communication skills. Supervision experience is essential.

Salary:

Salary range offered for this position is \$125,054 to \$153,548 per year plus a competitive benefits package and OMERS enrolment.

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 # 2025-025** to Human Resources **by June 13, 2025** 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