

Township of Langley

Job Title:	Landscape Design Coordinator
Competition Number:	25-U076
Employment Type:	Regular Full-Time
Pay Rate:	\$46.07 - \$54.44 per hour (five steps, 2024 rates), plus benefits
Hours of Work:	35 hours per week; Monday to Friday, 8:30am – 4:30pm
Competition Opening Date:	June 6, 2025
Competition Internal Closing Date:	June 16, 2025
Competition External Closing Date:	June 27, 2025

Job Overview

The Township of Langley is currently recruiting for a regular full-time **Landscape Design Coordinator** to join our team of professionals in the Community Development Division, Green Infrastructure Services Department. Reporting to the Manager, Green Infrastructure Services, in this unionized position you will apply your creativity, knowledge and experience in landscape architecture and urban design to review and assess landscape and tree management plans for submitted development proposals. You will advocate for tree retention, review landscape plans for park and amenity areas and participate in open space planning for community and neighbourhood plan development. This position will appeal to applicants who have extensive knowledge of landscape design and construction methods. [Click here](#) for more information about the Green Infrastructure Services Department.

Responsibilities

- Administer municipal landscape requirements for land development projects
- Manage and process complex green infrastructure components applications
- Prepare and maintain a variety of materials such as records, technical and status reports
- Implement community, neighbourhood and sub-neighbourhood plans, policies, procedures and priorities related to landscape and green infrastructure elements on developable land
- Promote and provide detailed information on the Sustainability Charter, community plans, neighbourhood plans, developments and related bylaws

Qualifications

- A Bachelor's Degree in landscape architecture, or a related discipline plus sound related experience; OR an equivalent combination of training and experience
- Considerable knowledge of construction, landscape design principles, practices and procedures, field review processes and reporting procedures
- Considerable knowledge of landscape construction materials, costs and methods as it relates to landscape design
- Ability to analyze, assess and liaise/coordinate various landscape components of land development projects
- Ability to prepare detailed reports related to submitted drawings, materials lists, cost estimates/specifications
- Ability to establish and maintain effective communication with a variety of internal/external contacts
- A minimum of three years experience in a municipal experience is considered an asset

Required Certifications/Licenses

Candidates **must** have the following valid and **current** certifications/licenses (must be valid at the time the posting closes) and these **must** be attached with your application.

- BC Class 5 (full privilege) Driver's License. You must include with your application a current **Personal Driving Record (select the 5-year option if obtaining online)** that has been obtained within 6 months of the closing date. To obtain a copy of your **Personal Driving Record**, please contact ICBC directly or the driving authority where you reside. Please note that a copy of your Driver's License and the Driver Factor Report **will not** be accepted.

Applications without the attached required documents above will be deemed incomplete and may not be considered. Please title your attachments with the number of this competition and have these documents ready to upload when you apply.

Apply Now

Visit tol.ca/careers to apply for this exciting career opportunity in a growing community. The Township of Langley is an equal opportunity employer.

We appreciate all applications; however, only short-listed candidates will be contacted for an interview.