

# Clarington

## We're looking for Summer Students to join Clarington's Planning & Infrastructure Services team!

### Why Clarington?

Clarington is a community full of possibilities.

As one of the fastest-growing municipalities in Durham Region, Clarington is home to over 107,000 residents across four urban centres and 14 hamlets. With our population expected to double by 2051, Clarington offers a perfect blend of urban living and small-town charm. We're known for our thriving energy and agricultural sectors, vibrant historic downtowns, and exceptional quality of life.

Our team thrives in a collaborative environment that promotes work-life balance and meaningful community impact. We value accountability, integrity, and respect, and we are deeply committed to fostering equity, inclusion, and diversity in the workplace. Together, we're building a stronger Clarington — for today and for future generations.

The future is bright – and working with the Municipality of Clarington means you can help shape it. How will you make your mark?

### About the Role

Vacancy Status: This posting is for two (2) newly created summer student vacancies.

The successful students will assist with processing a variety of planning applications and carrying out research for policy projects, supporting both the Development Review and Community Planning divisions. They will work in a hybrid setting, combining both in-person and virtual engagement, under the guidance of the Manager of Development Review and/or the Manager of Community Planning. Students will be paired with a dedicated mentor—either a Senior or Principal Planner holding full OPPI membership—to ensure regular, day-to-day interaction and support. The mentorship plan will include:

### Key Responsibilities

- Responding to public inquiries related to planning, the Municipality's Official Plan, Zoning By-laws and Committee of Adjustment.
- Assisting with policy planning projects such as the Official Plan Review, Secondary Plans, and other policy matters.
- Assisting with the Cultural Heritage portfolio.
- Conducting research on various Strategic Plan priority projects.
- Assisting with researching, processing, and reviewing a variety of planning applications.
- Assisting with staff reports on planning matters as needed.
- Attending Council and Committee Meetings, and/or site visits as needed.
- Aiding the Secretary-Treasurer for the Committee of Adjustment.
- Assisting with the implementation of the AMANDA system and software.
- Perform other duties as assigned, including those specific to the department.

## What you bring

- Candidates are being hired through the Canada Summer Jobs (CSJ) Program and must be available to work from June 2026, up to August 28, 2026.
- In accordance with the CSJ Program, interested applicants must meet the following criteria:
  - Be between the ages of 15 and 30 at the beginning of employment.
  - Must be able to legally work in Canada.
- A minimum of two (2) years within a Planning Program at a post-secondary institution is preferred and a student membership with OPPI.
- Excellent written and verbal communication abilities.
- A commitment to exceptional customer service and professionalism.
- Must possess and maintain a valid Ontario Driver's License Class "G" and access to reliable transportation.

## What we offer

- Rate of Pay: \$22.50 per hour
- Hours of work: 35 hours per week

## Additional Information

*A satisfactory criminal record check and proof of qualifications will be required for the successful candidate.*

Pre-employment testing may consist of written and oral assessments.

## How to Apply

Applications will be accepted until **June 15, 2026, at 11:59pm**.

To learn more about employment with the Municipality of Clarington and to apply for this exciting and challenging opportunity, visit: [www.clarington.net/careers](http://www.clarington.net/careers).

We thank all applicants for their interest. Only those selected for further consideration will be contacted.

## Our Commitment to Equity

The Municipality of Clarington is a progressive and inclusive employer committed to equity, diversity, and creating a respectful and barrier-free workplace.

Accommodations are available throughout the recruitment process in accordance with the *Accessibility for Ontarians with Disabilities Act, 2005*. To request support or accessible formats, please contact the Human Resources Division at [careers@clarington.net](mailto:careers@clarington.net).

## Privacy

Applicant information is collected under the authority of Section 11 of the *Municipal Act, 2001* for the purpose of evaluating the applicant. Questions about this collection can be directed to Human Resources at [careers@clarington.net](mailto:careers@clarington.net).