



## **PLANNER –Full-Time Permanent Position**

The Corporation of the Township of Rideau Lakes, a recreational and rural community located in the United Counties of Leeds & Grenville, is seeking an individual to fill the position of Planner. Dependent on qualifications the successful candidate may be considered for an **Associate Planner or Senior Planner** position.

The Planner is tasked with the daily operations of land use planning review, application consultation and noticing, public inquiries, site inspections, report preparation and presentation and Zoning By-law compliance review. The Planner reports to the Manager of Development Services and works in coordination with the Chief Building Official, Building Inspectors, Administrative staff, By-law Enforcement, municipal departments and numerous external agencies. The Planner assists the Manager in long-term planning and policy development, hosting public meetings and development projects.

The ideal candidate will be familiar with and have an interest in rural Ontario, be able to analyze complex issues, apply a balanced approach, provide concise recommendations, have strong interpersonal skills and exercise good judgment in making decisions often within restricted timeframes.

### **Competencies & Requirements**

- Degree in the field of Urban and Regional Planning; however candidates who have demonstrated experience in the field of planning or a related discipline will also be considered.
- Valid class G drivers license – Ministry of Transportation.
- Membership in the Canadian Institute of Planners and the Ontario Professional Planners Institute is preferred, or the ability to become a member.
- Previous municipal planning experience is preferred, however not essential.
- Demonstrated communication and time management skills.
- Ability to clearly communicate with staff and the public orally and in writing.

Salary will be based on experience and qualifications. A detailed job description is available upon request. The position is full time permanent, and subject to the Human Resources policies of the Township.

**Covering letters and resumes outlining education, qualifications, and experience will be received by the undersigned up to 4:00 p.m. on Thursday, March 23<sup>rd</sup>, 2017. Covering letters and resumes can be sent electronically to the email address listed below or delivered directly in a clearly marked envelope indicating its contents. All correspondence shall contain the title “Planner Hiring 2017”.**

**Brittany Mulhern, Manager of Development Services**  
Township of Rideau Lakes  
1439 County Road 8, Delta, Ontario. K0E 1G0  
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Website: [www.twprideaulakes.on.ca](http://www.twprideaulakes.on.ca)

We thank all applicants for their interest, however, only candidates to be interviewed will be contacted.

Personal information collected will be used in accordance with the *Municipal Freedom of Information and Protection of Privacy Act* for the purpose of candidate selection.