Position Title: Planner

Competition Number: PL155

The Planner position reports to the Manager of Planning and Regulations, and is responsible to undertake the implementation of the Authority’s municipal land use planning and inquiry services and to coordinate special projects. The Planner conducts development plan reviews and provides recommendations in accordance with relevant legislation and approved policy. Working with and coordinating an interdisciplinary team of professionals both internally and externally, the Planner will formulate positions on planning and development matters of interest to the Authority.

The permanent fulltime position commences: April 1, 2020
Location: Strathroy, Ontario
Salary: $34.06 per hour to $40.11 per hour
Hours per Week: 35
Driver's License Required: Yes

Required:
- Degree in planning, resource management, environmental sciences or geography related discipline.
- Membership in, or eligibility for membership in, the Canadian Institute of Planners.
- One to three years of post-degree experience in an appropriate resource management land use planning or municipal planning role.
- Sound knowledge of applicable legislation, policies and processes pertaining to this field (i.e. Planning Act, CA Act and Regulations, EA Act, PPS, Clean Water Act and Source Protection Plans, MNRF Natural Hazard Technical manuals).
- Ability to identify and respond effectively to needs and requests that are often difficult to determine. Responses may not be well received. Communication may require added skills of persuasion, influence, counselling or motivation to get the cooperation/coordination of others.
- Strong organizational skills.
- Strong ability to communicate effectively both verbally and in writing in English with diverse stakeholder groups at a political and staff level.
- Ability to work well with other staff.
- Ability to maintain good public relations.
- Initiative and good interpersonal skills.
- Proficiency with standard office software including MS Word, Excel, Powerpoint, database software and use of digital mapping software.
- Must possess and maintain a valid Ontario "G" driver's license.
Duties include:

- Under the direction of the Manager of Planning and Regulations, implement the Authority’s Planning Advisory Services function including reviewing and commenting on Planning Act Applications and technical supporting documents consistent with relevant Provincial Policy and approved Authority policies and procedures.
- Co-ordinate with interdisciplinary team to provide Planning Advisory Services.
- Coordinate the Authority’s inquiry and mapping services including receiving requests from municipal, legal and public clients for mapping and information on hazard constraints and natural heritage features.
- Carry out the legal and planning act inquiries working with Regulations staff and other technical team members.
- Co-ordinate the maintenance of accurate records for the Planning Advisory Services and Inquiry functions including participating in the development and maintenance of Environmental Planning records.
- Develop and maintain effective partnership, particularly with municipal staff, providing technical advice and guidance.
- Conduct site visits, when required, to assess proposals and provide technical guidance to ensure that proposals meet CA goals and objectives.
- Represent the CA, and provide comment and testimony at meetings, committees, hearings, tribunals, etc.
- Develop procedures, implement approved policies, assist with developing new policy to guide planning advisory services, provide input to the development of department policies.
- Responsible to work safely following legislated and employer Safe Work Procedures/Practices
- Provide technical backup as required.
- Other duties as assigned.

Additional information is available at the St. Clair Region Conservation Authority’s website [www.scrca.on.ca](http://www.scrca.on.ca)

Please send a resume and covering letter by March 16, 2020 noting this position and competition number to:

St. Clair Region Conservation Authority
205 Mill Pond Crescent
Strathroy, ON, N7G 3P9
or FAX: 519 245-3348 or Email: jobs@scrca.on.ca

We thank all applicants for their interest. However, only those selected for an interview will be contacted.

*The St. Clair Region Conservation Authority is an Equal Opportunity Employer*