



A Natural Attraction

## Job Posting

The City of Quinte West invites applications for the following position:

### **Manager of Planning Services** **Planning and Development Services Department**

The City of Quinte West is a vibrant rural/urban community with over 43,000 people located in Eastern Ontario. Set in a picturesque natural setting, Quinte West is known for being home to Canadian Forces Base Trenton and is now home to the newly built Trent Port Marina located at the mouth of the Trent Severn Waterway.

#### **Purpose & Scope:**

Reporting to the Director of Planning and Development Services, the Manager of Planning Services will be responsible for planning staff supervision for amendments to the Official Plan and Zoning By-law, consents, minor variances, subdivision control, site plan control and other development control activities processed in accordance with the Planning Act, and other related legislation, and other land use planning related projects. This position also assists with the management of long range land use policy matters as required from time to time.

#### **Education & Experience:**

The successful candidate must have a four (4) year undergraduate Planning Degree from a University recognized by the Ontario Professional Planners Institute (OPPI) along with membership in or eligible for membership in OPPI or a 4 year undergraduate Planning related Degree with full membership in OPPI. This position requires a progressive and comprehensive knowledge of municipal land use planning in Ontario including subdivision control, site plan control, official plans, zoning by-laws, minor variances, consents and other aspects of municipal planning.

At least five (5) years of municipal experience with policy formulation, development review and participation at the OMB is required for this position. The incumbent will have demonstrated leadership, communication, decision-making and public relations skills. The ability to negotiate and mediate to avoid and resolve conflicts is an essential requirement for this role. Furthermore, the incumbent will also be proficient in computer applications/programs. A valid G Driver's Licence with clean drivers abstract is also required for this position.

**Remuneration:** 2019 Non Union Salary Grid Band 10 \$96, 728.80 per annum

Qualified applicants are invited to visit the City of Quinte West website at [www.quintewest.ca](http://www.quintewest.ca) and complete the application form and email it along with a resume clearly marked: "Manager of Planning Services" in the subject line by **4:30 p.m. on Thursday January 24, 2019** to: [hr@quintewest.ca](mailto:hr@quintewest.ca)

We thank all applicants for their interest and advise that only those candidates selected for an interview will be contacted. Personal information is collected under the authority of the Municipal Freedom of Information and Protection of Privacy Act and is used to determine eligibility for potential employment. In accordance with the Accessibility for Ontarians with Disabilities Act, the City of Quinte West is pleased to accommodate individual needs of applicants with disabilities within the recruitment process. Please call 613-392-2841 (4515) or email the above if you require an accommodation to ensure your participation in the recruitment and selection process.