

MANAGER, DEVELOPMENT PLANNING (Fulltime Permanent)

The Town of East Gwillimbury was recognized as a 2018 Employee Recommended Workplace by The Globe and Mail and Morneau Shepell. Employees enjoy a fully balanced lifestyle and have a high level of Total Health. Our municipal offices are easily accessible off of Highway 404 and a short 15 minute drive from Highway 400. Enjoy competitive wages, progressive extended health plan, employee assistance program, and active social and wellness committees. Convenient parking, outdoor seating areas, and easy access to trails allow you to enjoy the beauty of EG while at work.

The Town is the GTA's top growth municipality, located just north of Toronto in York Region. As one of Ontario's growth centres, East Gwillimbury's population is projected to reach 50,000 by 2025. By joining Team EG you will help shape our growing community.

As a member of the Town's Extended Management Team and reporting to the General Manager of Development Services, the Manager of Planning will be responsible for the management and operation of Planning department, including but not limited to the preparation of planning reports and recommendations related to land use and urban/rural development, policy and procedure development and implementation, review and analysis of planning documents and procedures as well as establishing processes associated with the application process including Official Plan Amendments, Zoning By-law Amendments, Draft Plan of Subdivision, and Site Plan Approval, ensuring compliance. This role will also be responsible for the coordination and supervision of planning applications, implementation and administration of applications, development approvals, Planning reports to the Committee of Adjustment, responding to inquiries from the general public, developers, investors, Council, etc. This role will represent the Town at Council, Committee meetings, Public Hearings, the Ontario Municipal Board Hearings and will assist in the preparation of the annual operating budget submissions for the division.

Preferred candidates will have a University degree in Planning or a Planning related discipline with seven to ten years of significant progressive experience in a municipal planning environment, coupled with previous supervisory experience. You will hold a full membership with the Canadian Institute of Planners and have a thorough working knowledge of the Planning Act (Ontario) and the Ontario Municipal Board process; knowledge of the Municipal Act. Excellent analytical, report writing, project-management, communication, presentation, and organizational skills are key, as is the ability to deal courteously and effectively with all levels of staff/government, the general public, developers, builders, ratepayer groups, etc. The preferred candidate will be flexible, able to multi-task and solutions oriented with a commitment to leadership, team work, and service excellence. You will possess a valid Class "G" Driver's License in good standing and a reliable vehicle to use on corporate business and have availability to attend evening meetings, as may be required.

Salary Range: \$104,250-\$122,632/annum

If you're looking for an opportunity that will enable you to contribute to a growing and inclusive community, please apply and submit your resume and related information online at:

[ADP Workforce Now - Career Centre](#)

Deadline for applications is February 21, 2019

We thank all applicants for their interest, however, only those being considered for an interview will be contacted.

The Town of East Gwillimbury is committed to diversity and inclusivity in employment and welcomes applications from qualified individuals of diverse backgrounds. In accordance with the [Accessibility for Ontarians with Disabilities Act, 2005](#) and the Ontario Human Rights Code, the Town of East Gwillimbury will provide accommodations throughout the recruitment, selection and/or assessment process to applicants with disabilities. If selected to participate in the recruitment, selection and/or assessment process, please inform the Town's Human Resources staff of the nature of any accommodation(s) that you may require in respect of any materials or processes used to ensure your equal participation. In accordance with the *Municipal Freedom of Information & Protection of Personal Privacy Act*, personal information collected will only be used for candidate selection.

"Our town, Our future"

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