



## **JOB POSTING MANAGER OF PLANNING**

***Each and every day, we work together to make the Township of West Lincoln a strong and healthy place to live, work and play!***

The Township of West Lincoln is located atop the Niagara Escarpment, at the heart of the Niagara Region. With the largest geographical land base in the Region, West Lincoln boasts a unique local economy that blends residential, industrial, commercial sectors with strong agricultural roots. The Township is comprised of many rural communities plus the larger urban Centre of Smithville. West Lincoln is a growing, thriving Municipality that offers a high quality of life and a strong sense of community. The Township prides itself in facilitating opportunities for positive advancements and providing a friendly and responsive experience.

The Township of West Lincoln is currently seeking a highly motivated individual to fill the position of ***Manager of Planning***.

Reporting to the Director of Planning and Building, this position provides advice and direction on planning-related issues to Township staff and Council, including the Committee of Adjustment. The Manager of Planning also provides a high level of customer service to developers and members of the public on a daily basis and is responsible for the analysis and processing of planning and development applications including the full range of applications under the Planning Act (land development related); and the analysis and processing of a variety of other development projects and applications.

The Manager of Planning provides leadership and manages the planning team to ensure a collaborative and customer focused environment in partnership with other Township Departments and external agencies including planning staff from the Niagara Peninsula Conservation Authority and the Regional Municipality of Niagara. This role is also responsible for overseeing the delivery of grant and incentive programs. This position will act for the Director of Planning and Building in their absence.

The ideal candidate will have a graduate degree in planning, be an active member in the Canadian Institute of Planners and be in good standing as a Registered Professional Planner. The preferred candidate will have 5-7 years' experience of progressively responsible, relevant planning and development functions, including 3 years in a senior planner/supervisory role. Experience presenting evidence as an expert witness at the Ontario Lands Tribunal is an asset.

The Township offers a competitive salary and an excellent benefit plan, including registration with OMERS pension. The salary for this position is currently set at **\$98,532.62- \$120,844.21** annually. This is a permanent full-time position, working 35 hours per week.

A full job description can be found on the Township's website: <http://www.westlincoln.ca/jobs>

Interested applicants are invited to submit their resume and cover letter outlining their qualifications and experience by email, no later than **Friday October 6<sup>th</sup>, 2023 at 4:30 p.m.** to the attention of:

**Cassandra Carey, Human Resources Coordinator  
Township of West Lincoln  
By Email [ccarey@westlincoln.ca](mailto:ccarey@westlincoln.ca)  
(Subject Line: Manager of Planning)**

We thank all those applicants who apply. 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.

In accordance with the Accessibility for Ontarians with Disabilities Act, if you require this document or any additional documents in an alternative format, please contact our office at 905-957-3346. Please know that should you require any special accommodations in order to apply for a position or interview for a position with the Township of West Lincoln, we will endeavor to make such accommodations.