



## POSITION VACANCY

*The City of Niagara Falls is a dynamic and internationally renowned city with a prosperous business community and economic foundation anchored by tourism, manufacturing, retail and knowledge-based sectors. Located at one of the natural wonders of the world and in the heart North America's most affluent consumer markets, we are linked to the world by extensive road, rail, air, water and telecommunication networks. With over 14 million visitors a year and a growing resident population of over 95,000, we invite you to discover why Niagara Falls is a premier place to live, work, and play.*

<b>Call Number:</b>	<b>2023 - 52</b>
<b>Position:</b>	<b>Senior Planner (Current Development)</b>
<b>Type of Vacancy:</b>	Permanent Full time
<b>Work Schedule (hours &amp; days):</b>	8:30 am to 4:30 pm, Monday to Friday (35 hour work week)
<b>Location:</b>	City Hall 4310 Queen Street, Niagara Falls, Ontario
<b>2023 Salary Range:</b>	\$85,394 to \$106,743 Plus a comprehensive benefits package
<b>Date Posted:</b>	May 16, 2023
<b>Closing Date:</b>	<b>June 2, 2023 at 4:00 p.m.</b>

Full details on this position is attached. To apply, please submit your cover letter and resume at [www.niagarafalls.ca](http://www.niagarafalls.ca) (**Employment Opportunities**). Applications must be submitted online and will be accepted until 4:00 p.m. on **Friday, June 2, 2023**.

The City of Niagara Falls is an equal opportunity employer committed to inclusive, barrier-free recruitment and selection processes and work environments. Upon request, the City will accommodate the accessibility needs of applicants under the Ontario Human Rights Code and *Accessibility for Ontarians with Disabilities Act (AODA)* throughout all stages of the recruitment, selection, and interview process. Personal information is collected under the authority of *The Municipal Act* and will only be used to determine suitability for this position. We thank all applicants for their interest, but only those advancing through the selection process will be contacted.

Human Resources

Attachment

## CITY OF NIAGARA FALLS

### NON-UNION POSITION DESCRIPTION Planning, Building and Development

This description reflects the general details considered necessary to describe the principle functions of the position identified, and shall not be construed as a detailed description of all the work requirements that may be inherent in such classification.

**POSITION TITLE:** Senior Planner (Current Development)

**POSITION SUMMARY:** Responsible for the processing of complex, politically sensitive development applications including the formulation complex by-laws and agreements. This position supports a variety of current development strategic studies to assist in implementing Council's Strategic priorities. Provides independent expert professional planning opinion evidence and testimony at tribunals and courts including the Local Planning Appeal Tribunal.

**DIVISION:** Planning

**RESPONSIBLE TO:** Senior Manager of Current Development

**SUPERVISES:** Supervises Planner 1 and Planning Intern (Current Development)

**RESPONSIBLE FOR:**

1. Responsible for initiating, coordinating, and developing complex and politically sensitive planning studies dealing with current planning matters. Exercises professional planning judgment and project management skills in the undertaking of planning programs, creative problem resolution and mediation, and implements relevant Provincial, Regional and City policies, plans and guidelines.
2. Leads and manages the review of more complex and politically sensitive development applications under the Planning Act including the formulation of complex by-laws and agreements.
3. Leads projects, including process improvements, development permit systems and other planning initiatives to determine compliance with current Provincial and Regional policy.
4. Leads pre-consultation with developers and agencies to clearly identify and discuss Provincial, Regional and City planning issues and required technical studies early in the process.
5. Researches and analyzes planning issues and development applications, identifying anomalies, issues and conflicts, based on: current legislation including the Planning Act and Niagara Escarpment Planning and Development Act and relevant regulations, Provincial and Regional Plans and policies (such as the Greenbelt Plan, Niagara Escarpment Plan, Growth Plan for the GGH, NPCA

policy and regulation), guidelines (such as, MOE Noise, MDS, MOE D-Series and MTCS Archaeology).

6. Coordinates comments from other divisions, departments, and agencies identifying and defining conflicting directions/requirements. Facilitates discussions on issues at earliest opportunity and offers alternative solutions and advice to balancing the needs of multiple stakeholders with legislative requirements and policies.
7. Writes and presents reports, policies, by-laws, agreements, related to current planning studies or applications to Council or committees.
8. Responsible for preparing and providing expert planning testimony at Local Planning Appeal Tribunal and courts. Works with legal counsel to provide background information on litigations, participates in pre-hearing and settlement discussions
9. Participates in internal and external teams with respect to special planning studies (such as inclusionary zoning, housing affordability, etc.)
10. Presents studies, policies and applications at public meetings and coordinates, chairs and makes presentations at public information sessions.
11. Coordinates and participates in the implementation of work programs. Provides work direction to Planner 1 and planning interns. Provides technical assistance and resources to the Manager of Current Planning and Director of Planning, Building & Development

#### **POSITION REQUIREMENTS:**

Minimum four (4) year degree in Planning, preference may be given to a Master's Degree

A minimum of (7) years of progressively responsible, relevant municipal planning experience.

Full member in good standing with the Ontario Professional Planners Institute and the Canadian Institute of Planners.

#### **COMPETENCIES**

Sound and extensive knowledge of The *Planning Act*, Provincial policies, the Growth Plan for the Greater Golden Horseshoe, the Greenbelt Plan, The Niagara Escarpment Plan.

Knowledge of project management

Ability to lead the procurement of consultants, management of consultant's work and staff, and financial accountability of project budget for consultant assignment.

Attention to detail and pursues quality in the accomplishment of tasks.

Client/customer focus provides superior service to both internal and external customers.

Proven leadership in conflict resolution, problem solving, negotiations and facilitation direction.

Ensures the highest standards of confidentiality and integrity at all times.

Created: May 16, 2023