



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.

Call Number:	2023 - 87
Position:	Senior Planning Consultant – Policy Planning
Type of Vacancy:	One-Year Contract
Work Schedule:	Variable, up to 20 hours per week
Location:	Hybrid
Hourly Rate:	Under Review
Date Posted:	December 18, 2023
Closing Date:	January 12, 2024 at 4:00 pm

Further details on this position are attached.

To apply, please submit a cover letter and resume to www.niagarafalls.ca/jobs

Applications must be submitted online and will be accepted until
4:00 pm on Friday, January 12, 2024

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.

CITY OF NIAGARA FALLS
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 Planning Consultant – Policy Planning

POSITION SUMMARY: Responsible for project management leadership on a wide range of planning and policy issues in both an urban and rural context, preparing reports to Council on a wide range of more complex and politically sensitive projects issues and proposals. Leads and supports a variety of department and corporate strategic initiatives to implement Council's Strategic priorities. Provides independent expert professional planning opinion, evidence and testimony at the Local Planning Appeals Tribunal.

DEPARTMENT: Planning

RESPONSIBLE TO: Senior Manager of Policy

SUPERVISES: N/A

WORK LOCATION: Remote workstation (60%+/-)
In office (40% +/-) with site visits

RESPONSIBLE FOR:

- Responsible for leading and managing the development of complex and politically sensitive land use and community planning policy projects.
- Responsible for initiating, coordinating and undertaking specialized research on complex planning issues from problem identification to implementation. Defines problems and identify options and possible solutions.
- Writes and presents reports to Council and Committee and helps to provide written formal municipal input to the Niagara Region and Province on various policy reviews, policy changes and legislative amendments.
- Presents studies, policies and applications at public meetings and coordinates, chairs and makes presentations at public information sessions.
- Assists with undertaking research, preparing Heritage Designation Reports and designation documentation for properties on the Municipal Heritage Register that are identified for potential designation under Part IV of the Ontario Heritage Act. Attends meetings, Committees and Council as necessary.
- Supports other Policy Section related work, as needed.

**POSITION REQUIREMENTS /
QUALIFICATIONS:**

Minimum four (4) year degree in Planning is preferred.

A minimum of ten (10) years of progressively responsible, relevant, municipal planning experience.

Registered Professional Planner (RPP) in Ontario and Full or Retired Membership in the Canadian Institute of Planners (MCIP).

Sound knowledge of Official Plans, and Provincial planning legislation is essential.

Class "G" Driver's License.

Ability to work remotely, utilizing computers, or in a hybrid office/remote work setting, utilizing a drop-down station.

Created: November 17, 2023