

EMPLOYMENT OPPORTUNITY

Watershed Planner (*indeterminate*)



POSITION SUMMARY

The Nickel District Conservation Authority (o/a Conservation Sudbury) is one of Ontario's 36 watershed-based stewardship agencies. Our main goal is to ensure healthy interaction between the watersheds, the natural environment and the local economy. Our area of jurisdiction includes the watersheds of the Wanapitei, Vermilion and Whitefish Rivers. We provide important conservation services, primarily within the City of Greater Sudbury, in a total watershed area of approximately 9,150 square kilometres.

The Watershed Planner will be responsible for overseeing the regulatory role of the Authority, for communicating conservation and provincial policies, and for relaying the Authority's position regarding watershed resources through municipal planning matters and permissions under other legislation.

DUTIES

- Review and provide a statement of the Authority's position and policies on all Planning Applications (Official Plans, Zoning By-laws, Subdivision and Condominium applications, Official Plan Amendments, Zoning By-Law Amendments, consents, minor variances, site plans), Licence for Gravel Pits, Environmental Assessments, Municipal Drains and other development plans.
- Respond to requests for information from municipal staff, the general public, developers, solicitors, realtors and appraisers in relation to the Authority's Policy.
- Lead the Authority's review and contributions to municipal Official Plan efforts.
- Undertake field inspections related to the review of applications, complaints, and investigations.
- Provide effective, timely and professional customer/client service delivery in the undertaking and completion of all project tasks assigned.
- Serve as the as a one-point contact to be the 'client service facilitator' for issues management around plan review and/or permit applications.
- Ensure the implementation and upkeep of an internal permission application tracking system to support efficiency and transparency.
- Review, update, develop, and consult on policy documents, position statements or reports relative to the position.
- Conduct research relating to the delivery of internal policy, planning and regulation services, policy development and strategy formulation within a team planning setting for watershed plans, development and resource management-related policy initiatives.
- Encourage communication and outreach activities that generate support within the local communities for the health and enhancement of our watershed's natural resources.
- Attend, and prepare materials at multi-disciplinary and/or multi-agency steering committees, Planning Committee Meetings, Council Meetings, Board Meetings, Open Houses and Pre-Consultation Meetings as required.
- Participate in regular meetings with the development community in the watershed.
- Attend as the representative of the Authority at appeals before the Land Use Planning Appeal Tribunal, Mining and Lands Tribunal or cases before the Courts as required.
- Provides direct supervision of the Regulations staff.
- Other duties as assigned

ELIGIBILITY REQUIREMENTS

- Graduation from a post-secondary program in environmental sciences, geography, resource management, planning, or related fields
- Minimum of five years of directly-related work experience, ideally with both development and policy roles
- Ability to interpret earth processes, natural features and land uses from an extensive variety of maps, plans, satellite imagery, air photos and interpretation in the field. The use of scales and mathematical calculations are required.
- Must be able to read and comprehend technical reports such as engineering or architectural drawings, environmental impact statements, storm-water management reports, sub-watershed plans, geotechnical and hydro-geological studies, biological Inventories and wetlands reports and relate them to current policies and objectives.
- A working knowledge of environmental legislation, planning statements and some technical guidelines, e.g. storm water management guidelines.
- Excellent communication skills, both written and oral.
- Applicants must have a strong background and related job experience with the Microsoft Office software suite, and use of digital mapping software.
- Valid driver's licence

ASSET QUALIFICATIONS

- Registered Professional Planner designation with the OPPI (or eligibility)
- Bilingualism (English and French)
- GIS and Information Management experience
- Provincial Offences Officer designation

EMPLOYMENT TERMS

The primary work location is the Conservation Sudbury office, 401-199 Larch Street, Sudbury. 35 hours per week, Monday to Friday. Limited field work, travel, evening and weekend work may be required at certain times.

COMPENSATION: \$40.96 – 45.65/hr plus vacation accruing at 6% (~3 weeks) to start. This position includes a private defined contribution pension, group insurance and health and dental benefits.

TO APPLY: Applicants are invited to submit a resume and cover letter clearly demonstrating how the eligibility requirements have been met. Contact information for three professional references must be included. Proof of graduation from post-secondary institution(s) may be requested.

Applications must be submitted by e-mail only to NDCA@ConservationSudbury.ca by 11:59 PM on Sunday, July 28, 2019. *Watershed Planner* must be the leading words in the subject line of the e-mail.

All applicants will receive an auto-reply e-mail confirming receipt. Conservation Sudbury is an inclusive workplace and welcomes applications from people with disabilities; accommodations are available upon request.

We thank all applicants for their interest, however, only those selected for an interview will be contacted. No phone calls or faxes please.