

## SENIOR PLANNER, FULL TIME, PERMANENT

**Kentville has a dream job for a Senior Planner! We are expanding and need a planner to lead the town through significant growth.**

Our town is on the cusp of expanding into a largely undeveloped residential region, which will soon be opened for strategic and responsible development. We are seeking a Senior Planner to play a key role in creating a vision for this neighbourhood through a Secondary Plan that respects our existing planning documents and also the culture around active transportation, accessibility and sustainability.

**This is a fantastic opportunity as a planner to help shape the town with a unique team of individuals on community-defining projects.**

### About the job:

If you are looking for a collaborative team setting to achieve collective goals and objectives while having a little fun, this is the place for you! Kentville staff are key to the success of our organization and share a commitment to provide our residents and taxpayers with respectful and responsive service. Whether we are replacing a bridge on a trail, liaising with a developer for a housing project, hosting a national mountain bike competition or sending out property tax bills, our staff have a standard of care that promotes respect, inclusion, diversity, and accessibility.

The Planning and Development Department manages the growth, development, and physical form of the town. The Senior Planner (SP) is an advanced professional planning position involving considerable independent judgement in the review and analysis of development throughout the town of Kentville. The SP reviews major development projects, from project initiation through to execution, that are often complex and require coordination with stakeholders and other departments.

The SP also conducts regular reviews and updates of the Land Use By-law, Subdivision By-law and Municipal Planning Strategy. This position demands the application of a broad skill set in matters of land use, public consultation, and coordination and compromise with other departmental interests as they relate to the development of land.

As an SP, you should have a sound understanding of urban design and urban form principles, their application within an urban context, as well as a thorough understanding of the development approvals process. Success in this role will require the development of strong working relationships with key stakeholders including the public, the development community and industry, business community, various committees, Town Council, and other departments.

As the SP, you will report to the Director of Engineering and Public Works, but the SP has autonomy and independence, and the relationship is very collaborative. You will work closely with the Development Officer/Planning Technician and the Community and Economic Development Coordinator. You will need to be a capable communicator as you engage with the public and prepare and present detailed reports for the Chief Administrative Officer, Town Council, and various committees.

Kentville has a defined matched pension plan of 9.0%, offers a competitive compensation and benefits package that includes health, dental and vision coverage. We offer an employee assistance program and an annual \$150 Wellness Benefit. Staff are encouraged to seek training and support for professional development and can participate in remote work supported by technology assets.

Our goal is to be a diverse workforce that is representative, at all job levels, of the residents we serve. The Town of Kentville has an Employment Equity Policy and we welcome applications from Indigenous, Inuit and Metis People, African Nova Scotians and other racially visible people, persons with disabilities, members of the 2SLGBTQQIPAA community, and femme-identifying people. If you are a member of one of the equity groups, you are encouraged to self-identify, on either your application form, covering letter or resume. Contingent on meeting the minimum education or equivalent experience\*, your application will be a high priority during the screening process.

*\*Minimum education or equivalent experience: The Town of Kentville understands that work experience and education can both be significant and meaningful forms of career advancement.*

## About you:

- Must have a degree in planning and be a member or eligible for membership in the Canadian Institute of Planners
- Must be eligible to be licensed as a Licensed Professional Planner (LPP) as per the NS Professional Planners Act
- Must have a minimum of five (5) years of relevant experience, preferably working with urban centre municipalities processing complex development and rezoning applications, including working with Provincial planning legislation and relevant land use regulations
- Two (2) years supervising and project management experience
- Experience with GIS mapping and analysis is considered an asset.

We thank you for your application and please note that only candidates selected to move forward through the interview process will be contacted. Please send your cover letter and resume to [jobs@kentville.ca](mailto:jobs@kentville.ca) or mail to Town of Kentville CAO, 354 Main Street Kentville, Nova Scotia B4N 1K6. **This competition will close on December 15, 2023.**