



Making life better in King

King is Hiring Planner II

King Township is an idyllic countryside community of communities, proud of its rural, cultural, and agricultural heritage. We are respected for treasuring nature, encouraging a responsible economy, and celebrating our vibrant quality of life. As an organization, we are focused making life better in King, and enriching the lives of all those who live, work, and visit King Township by providing quality services and experiences.

Reporting to the Manager of Planning & Development, the Planner II is responsible for the following:

- Analyzes and coordinates the review of development applications in the Township.
- Assists in the preparation of Zoning By-laws.
- Participates in the preparation and administration of Site Plan Development agreements.
- Assists in the preparation and administration of Official Plan, Zoning By-law, and other municipal development policies.
- Provides interpretation of Zoning By-law and Official Plan policies/provisions to the public, development community and other Municipal departments.
- Assists in the preparation of policy and procedural documents.
- Responds to routine public inquiries.
- Prepares planning reports and recommendations to Planning Committee and Council.
- Liaises with development sector and general public regarding development applications.
- Liaises with government agencies regarding all development proposals.
- Prepares for and attends Ontario Land Tribunal hearings to defend the position of the Township.
- Attends Committee of Adjustment meetings, Planning Committee and Council meetings as required.
- Undertakes research and analysis.
- May be responsible for the administration, co-ordination and facilitation of a Council established advisory Committee.
- Assists in the preparation of policy documents on behalf of the Township.
- Prepares GIS mapping and basic data management.
- May serve as the Township designate on external agency Committee(s).
- Other duties and responsibilities as assigned.

The successful applicant will possess:

- University degree in Planning or a related field and membership or eligibility for full or provisional membership in the Canadian Institute of Planners.
- Three (3) to five (5) years of Planning experience in a Municipal Planning department.
- Working knowledge of the municipal planning process, the *Planning Act*, ORMC and Greenbelt Plans and relevant Provincial policies.
- A basic understanding of technical terminology (i.e. legal, engineering) and GIS applications.
- Must be able to deal effectively with the elected officials, all levels of staff, external agencies, the development community, and the public, along with the ability to respect confidentiality.

Salary Range: \$75,293 – \$83,665 per annum (2024 Rate)

Qualified candidates are requested to forward their resume to hr@king.ca by **4:30 pm on May 21, 2024**
Or to Human Resources at 2585 King Road, King City, Ontario, L7B 1A1

Please visit www.king.ca for full job description.

We thank all applicants and advise that only those selected for an interview will be notified.

Personal information (PI) is collected under the authority of the *Municipal Act, 2001, S.O. 2001, c.25* and will be used to facilitate the hiring and recruitment process. Personal information (PI) will be protected in accordance with *Municipal Freedom of Information and Protection of Privacy Act (MFIPPA)*. Questions about the collection of personal information (PI) should be directed to the Human Resources Department, 2585 King Road, King City, L7B 1A1 or (905) 833-5321.

We are an Equal Opportunity Employer. In accordance with the [Accessibility for Ontarians with Disabilities Act, 2005](#), the *Integrated Accessibility Standards Regulation 191/11 (IASR)*, and the *Ontario Human Rights Code*, the Township of King will provide accommodations throughout the recruitment, selection and/or assessment process to applicants with disabilities. If selected to participate in the recruitment, selection and/or assessment process, please inform Township Human Resources staff of the nature of any accommodation(s) that you may require in respect of any materials or processes used to ensure your equal participation.