



100 John West Way
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TOWN OF AURORA

EMPLOYMENT OPPORTUNITIES

Division of Human Resources

Director, Planning and Development Services

Reporting to the CAO, you will be responsible for the overall management of the Planning and Development Services Department; including annual budget preparation, development of policies and strategies to guide the future growth of the municipality; the co-ordination, evaluation, and recommendation of development proposals; Heritage Planning; Corporate Geographical Information Services; Committee of Adjustment; urban design; economic development strategy, engineering functions; as well as plans examinations, building inspections, permits issuance and zoning interpretations. This position provides sound and timely advice to Council, the Chief Administrative Officer, and Department Heads regarding land use planning, development approvals, and community-based initiatives, as well as the coordination and facilitation of public consultation for various municipal projects.

As the ideal candidate, you are a collaborative leader with demonstrated ability to inspire and strengthen a diverse, talented team of professionals. You have a University degree in planning or related discipline, as well as eligibility for full membership in the Canadian Institute of Planners, combined with a minimum of 10 years senior leadership experience. You will have thorough working knowledge of Planning-related provincial legislation/regulatory standards including the Planning Act, Condominium Act, Municipal Act, Heritage Act, Environmental Assessment Act, new provincial legislative initiatives e.g. Places to Grow, Oak Ridges Moraine, etc; municipal zoning by-laws, Local Planning Appeal Tribunal processes, as well as knowledge of G.I.S. and statistical database management.

You have excellent analytical, problem-solving, and organizational skills, enabling you to lead your team to deliver on a complex variety of projects and work. Your analytical skills, combined with your financial acumen and written communication skills enable you to prepare detailed reports and budgets for Council. Using your strong interpersonal skills and ability to communicate effectively with a variety of audiences, you deal effectively with all levels of staff and government, elected officials, consultants, developers, contractors, the public, and community organizations. Using your experience in project-management, and strategic planning, you strengthen the department's ability to deliver on municipal priorities and objectives. You are known for your leadership skills, with high performance standards, and a fair, supportive and developmental approach with employees.

Successful applicants to this position will be required to provide a Police Criminal Record Check that is satisfactory to the Town prior to their start date.

If you are interested in joining our dedicated team of municipal professionals, please forward your resume to: Human Resources, Town of Aurora, 100 John West Way, Box 1000, Aurora, Ontario, L4G 6J1 or email to: hr@aurora.ca by **December 30, 2018** quoting reference number **18-106**

The Town of Aurora is an equal opportunity employer that is committed to recognizing and celebrating the diversity of opinion, talent and expertise that make each person unique. We thank all applicants and advise that only those selected for an interview will be contacted.

Applicants requiring accommodation are asked to contact Human Resources. Applicant information is collected in accordance with the Municipal Freedom of Information and Protection of Privacy Act and will be used to determine qualifications for employment with the Town of Aurora. Questions about this collection of personal information should be directed to the Manager of Human Resources at 905-727-3123.