



*With an engaged population of over 202,000 residents located within York Region in southern Ontario, Richmond Hill is a diverse community that is committed to providing an exceptional quality of life for its residents. Richmond Hill is an equal opportunity employer committed to attracting, retaining and developing a winning team where Council and staff are committed to providing exceptional public service to our community. Visit [RichmondHill.ca](http://RichmondHill.ca) to learn more about the place "Where people come together to build our community."*

### **Manager, Policy - Planning Planning and Regulatory Services**

Reporting to the Director of Policy Planning, you are responsible for the leadership and supervision of the professional planners, related staff and consultants involved in the handling and delivery of studies and projects involving a variety of complex planning issues. You will play a lead role in the implementation of the Town's new Official Plan through managing the development of secondary plans, tertiary plans and land use studies. You will be responsible for analyzing and reporting on new policies, initiatives and legislative changes from senior levels of government as they affect the Town, administering short term studies related to development applications and managing databases and statistics for ongoing research and analysis. As a member of the Department's management team, you will participate in monitoring and setting departmental goals and procedures, formulation of annual budgets, administering staff workloads, performance, training and other projects as assigned. Through the course of undertaking your duties, you will liaise with other departments, public agencies, senior management staff, the public and other stakeholders, attend meetings of Council, Committees of Council and represent the Town at the Ontario Municipal Board and other public forums on behalf of the Town.

A University Degree in Urban and Regional Planning, along with a minimum of 7 years of progressive planning experience preferably in a municipal setting. Membership in the Canadian Institute of Planners and the Ontario Professional Planners Institute is also required. You possess strong organizational and project management skills, proficient analytical and strategic thinking, and excellent leadership and interpersonal skills within a team environment. You have strong customer service skills in addition to excellent written, oral, presentation and problem solving skills. You will possess a valid Ontario Class "G" Driver's License and have access to a vehicle for use on corporate business (mileage compensated). You will be required to provide proof of vehicle insurance upon hire. SALARY: \$109,083. - \$123,991.

Apply online on our website at: [RichmondHill.ca/Employment](http://RichmondHill.ca/Employment)

The application deadline is 4:30 p.m. on May 6, 2016.

*We thank all candidates for their interest, however, only those under consideration will be contacted.*

*The Town of Richmond Hill is committed to inclusive, barrier-free recruitment and selection processes. If contacted to participate in the recruitment and selection process, please advise Human Resources if you require an accommodation.*