



Richmond Hill is the third most populated municipality in York Region with close to 209,000 residents. It's Council and staff are committed to providing an exceptional quality of life for the community. Richmond Hill is an equal opportunity employer committed to attracting, retaining and developing a winning team that is committed to providing exceptional public service. Visit [RichmondHill.ca](http://RichmondHill.ca) to learn more about the place "Where people come together to build our community."

## **Director, Development Planning**

Planning and Regulatory Services Department

Reporting directly to the Commissioner, Planning and Regulatory Services, the Director, Development Planning provides strategic vision and leadership, expert guidance, and direction to a group of Managers, professional planners and staff who implement the requirements of the Planning Act and Municipal Act by processing, evaluating and making recommendations to Council on all development applications. You must also provide creative, problem solving leadership in dealing with complex planning issues and be responsive to changing needs in a dynamic work environment. The successful candidate will:

- Provide high level leadership to approximately 19 staff
- Provide strategic and analytical advice to Council, your Commissioner and the Executive Leadership Team on matters of Departmental and Corporate significance
- Provide strategic vision and leadership to the Development Planning Division in the areas of development application approvals in accordance with the Planning Act, Municipal Act and related legislation and implementation of policies through land use studies
- Establish measurable and quantifiable goals and objectives to actively monitor performance
- Encourage performance and personal development through training and mentoring
- Promote teamwork and cooperation through delegation and empowerment of staff
- Establish and maintain effective relationships both internally and externally
- Liaise with other levels of government and external agencies to facilitate achievement of common goals and to leverage best practices
- Recognize and solve problems through collaboration with team members and open communication
- Manage crisis and resolve conflicts through effective negotiation
- Develop, administer and manage the Division's overall annual budget
- Provide Divisional/Departmental representation for internal and external working groups/steering committee

The ideal candidate will possess:

- A University degree in Urban Planning or related discipline
- 10 years or more of progressive management experience in a land development and municipal approvals
- Membership with the Canadian Institute of Planners and the Ontario Professional Planners Institute
- Demonstrated leadership and people development skills
- Excellent written and verbal communication skills including experience with public speaking
- Experience with budget forecasting and control
- Experience working with senior staff, Council, and general public in a municipal setting
- Accomplished in strategic and analytical thinking, problem-solving and decision-making
- Relationship building skills, including team building, conflict resolution, negotiation, mediation and facilitation and dispute resolution
- Personal management skills including interpersonal versatility, self-motivation, self-discipline, a strong work ethic, initiative, innovation, perseverance, integrity and political acumen
- Demonstration of the Town's corporate values of service, collaboration, care, and courage
- In addition, you must possess a valid Ontario Class "G" Driver's License in good standing and have access to a vehicle for use on corporate business (mileage compensated)
- You will be required to provide proof of valid vehicle insurance upon hire

**Salary:** \$140,255. - \$165,023 (Subject to compensation review).

Applications will be accepted up to **4:30 p.m., on November 20, 2017**. To apply visit our website at: [RichmondHill.ca/Employment](http://RichmondHill.ca/Employment)

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.