



We're looking for a Planner II, Development Review to join Clarington's Planning & Infrastructure team!

If you require this information in an alternate format, please contact the Accessibility Coordinator at 905-623-3379 ext. 2131.

Why Clarington

Clarington is a place of possibilities.

With a population set to double by 2051, Clarington is one of the fastest-growing municipalities in Durham Region with more than 107,000 people across four urban centres and 14 hamlets. Clarington offers a perfect blend of urban living and country charm and is known for its thriving energy and agriculture sectors, historic downtowns and as a great place to live, work and play.

Our people enjoy a collaborative work environment, work-life balance, and are at the forefront of community impact. We value accountability, integrity and respect, and are committed to fostering equity, inclusion and diversity in the workplace. Together, we are striving to enhance the quality of life for residents today and for future generations who call Clarington home.

The future is bright – and working with the Municipality of Clarington means you can help shape it. How will you make your mark?

Position Snapshot

Reporting to the Manager of Development Review, the Planner II will be responsible for carrying out complex planning assignments with minimal supervision. The position will focus on facilitating development applications in an efficient and timely manner.

What you'll be doing

As a Planner II, your responsibilities include but are not limited to:

- Applying advanced expertise to process development applications.
- Preparing and presenting reports to Council on a wide variety of municipal planning matters.
- Facilitating public consultation and responding to inquiries, and making presentations to Council, public information centres and to resident groups as required.
- Mentoring and being a resource for more junior planning staff.
- Assisting in the establishment of new standards, processes and customer service initiatives including utilization of the AMANDA system to maintain all development application processes and procedures of development review processes.
- Providing expert testimony before the Appeal Tribunals.
- Assisting with other Planning and Infrastructure division projects
- Representing the Municipality and the Department in a variety of settings.
- Other duties as required

What you bring

The successful candidate will have:

- A Professional University Degree in Planning or related discipline is a requirement; or possess qualities, skills and work-related experience to the satisfaction of the Deputy CAO of Planning and Infrastructure Services.
- Membership in the Ontario Professional Planner Institute or equivalent professional organization to the satisfaction of the Deputy CAO of Planning and Infrastructure Services.
- A minimum of three (3) years relevant experience in municipal planning and/or to the satisfaction of the Deputy CAO of Planning and Infrastructure.
- Good working knowledge of the Planning Act, Provincial Policy/Plans and municipal development processes.
- Solid understanding of good urban design principles.
- Demonstrated written and verbal communication skills, attention to detail and the ability to meet deadlines.
- Excellent project/task management skills including timely delivery of results.
- Excellent research, analytical and problem-solving skills.
- Demonstrated ability to work effectively in team situations and with minimal supervision.
- Demonstrated commitment to continuous learning.
- Proficiency in Microsoft Office including Excel and PowerPoint
- Proficiency in various software applications including GIS, Development Tracking Systems, Adobe Acrobat and various databases is an asset.
- Ability to travel to various locations in a timely and efficient manner.
- Must be legally able to work in Canada.

What we offer

- Salary: \$81,388 to \$94,351 – Code 13 of the 2024 Inside Collective Agreement.
- A comprehensive benefits and pension program to ensure that your total compensation package addresses both your work and life needs.
- Hours of work: up to a maximum of 35 hours per week including evenings, weekends, and holidays.

We are an equal opportunity employer

- The Municipality of Clarington is a progressive employer committed to equity, inclusion and diversity within its community and organization. We are committed to building an inclusive and barrier-free environment for our team.
- We are pleased to accommodate individual needs in accordance with the Accessibility for Ontarians with Disabilities Act, 2005, within our recruitment process. If you require accommodation at any time throughout the recruitment process or in performing your position should you be selected, please contact the Human Resources Division at careers@clarington.net.

Additional information and requirements

Pre-employment testing for this position may include written and oral testing, to assist in determining the successful applicant.

Prior to starting the position, the successful candidate must provide, at their own expense, the following:

- A current (with the last 180 days) satisfactory criminal reference check, directly from a Canadian Police Information Centre. Criminal Records Checks from third party agencies are not acceptable. Applicants who have been employed with the Municipality within the last year and have provided a criminal reference check within the last 365 days are exempt from providing another criminal reference check.

Privacy

Applicant information is collected under the authority of The Municipal Act, 2001 and the Municipal Freedom of Information and Protection of Privacy Act for the purpose of evaluating the applicant. Questions about this collection should be directed to the Municipal Clerk, 40 Temperance Street, Bowmanville, ON L1C 3A6 or by phone at 905-623-3379 ext. 2109.

Ready to apply?

Please submit your application online by **May 29, 2025, at 11:59pm**.

We thank all applicants for their interest. However, only those under consideration will be contacted.