



Employment Opportunity

Policy Planner

The Township of Essa is a dynamic and growing municipality with a current population of approximately 24,000, located in the heart of County of Simcoe and southwest of the City of Barrie. The Township requires an energetic, motivated and career-minded Policy Planner, to assist with the design and development of Essa Township communities.

Reporting to the Manager of Planning, the Policy Planner will participate in every aspect of the planning process, including public consultation using developed communication and presentation skills. The Policy Planner will also work with other professional disciplines, approval agencies and municipal authorities to deliver high quality services to Township of Essa clients and residents.

Currently, the Planning Department is preparing a new Official Plan, focusing on growth management and building towards a Secondary Plan for Angus as well as an updated Zoning By-law. The Policy Planner will play a key role in these Planning documents and will advocate for and spearhead other innovative policy initiatives.

Key Qualifications:

- University Degree in Urban and Land-Use Planning.
- Registered Professional Planner (RPP) or eligible to become an RPP.
- 3 - 5 years relevant public sector Planning experience.
- Knowledge of municipal government functions.
- Sound knowledge of the Planning Act and Regulations, plans and guidelines, Official Plans, Growth Management, planning policies, infrastructure planning and site design principles.
- Excellent communication skills, both oral and written and ability to work independently and as part of a team.

This is a full-time position involving 35 hours per week (occasionally may be required to work outside regular office hours). **Salary range is \$74,469.62 - \$87,618.94 (2024)**. The Township of Essa offers excellent benefits and a competitive compensation package.

Qualified individuals interested in being considered for this position are requested to submit a resume and covering letter, via email, by **3:00 pm, Monday, November 11, 2024** to:

Policy Planner Recruitment

Athena Piskopos, Executive Assistant/HR Coordinator
Township of Essa, 5786 County Road #21, Utopia, Ontario L0M 1T0
apiskopos@essatownship.on.ca

The Township of Essa is an equal opportunity employer, dedicated to creating a workplace culture of inclusiveness and welcomes applications from qualified individuals of diverse backgrounds. We are committed to providing barrier-free and accessible employment practices and we will accommodate the needs of applicants under the Ontario Human Rights Code and the Accessibility for Ontarians with Disabilities Act (AODA) throughout all stages of the recruitment and selection process. If contacted for an employment opportunity, please advise if you require Code-protected accommodation and we will work with you to meet your needs.

We thank all applicants who apply and advise that acknowledgement will only be forwarded to those applicants who are invited for an interview. Personal information collected will be used in accordance with the Municipal Freedom of Information and Protection of Privacy Act for the purpose of candidate selection.