

The Municipality of Mississippi Mills is located a short drive west of the Nations Capital and is comprised of the quaint villages of Pakenham, Blakeney, Appleton, Clayton, the Township of Ramsay and the friendly Town of Almonte. It boasts some of the Province's and Canada's most famous landmarks and is a natural playground for the outdoor enthusiasts. Mississippi Mills is well renowned for its many festivals and events and is quickly becoming a popular destination for those looking to experience great cuisine, charming unique storefronts, and historical landmarks. Abundant with many walking trails, golf courses, lakes and rivers, Mississippi Mills provides the perfect setting to live, work and play. We can't wait for you to join our amazing team.

We are currently seeking a **Senior Planner** to join our team. Reporting directly to the Director of Development Services & Engineering, the ideal candidate will play a key role within the Department working towards managing growth and change within Mississippi Mills. The Senior Planner will act as a resource and mentor for members of the Planning Team and is a key member of the Development Review Team, along with Engineering, Building and Public Works staff. The Senior Planner receives and evaluates a range of planning applications including Official Plan and Zoning By-law Amendments, Plans of Subdivision/Condominium, Site Plans, and other planning applications. The Senior Planner provides professional planning opinion, advice and direction to staff, Council, developers, and members of the public. The Senior Planner has in-depth knowledge of the planning policy framework in Ontario, Provincial Policy Statement, the Community Official Plan, and various municipal bylaws and how they apply to complex planning applications in a growing urban/rural municipality. The Senior Planner prepares reports and attends Council meetings and also attends Committee of Adjustment and Heritage Committee meetings as needed.

This position is permanent full-time position (40hrs per week)

\$77,517.29 to \$95,288.53

This position is also eligible for a signing bonus!

The ideal candidate will have:

- University Degree in planning, geography or related field with preference for a Master's Degree
- Membership in the Canadian Institute of Planners / Ontario Professional Planners Institute or an ability to obtain.
- A minimum of 5-7 years prior planning experience in a position of similar responsibility and preferably in a municipal setting.
- Membership in the Canadian Institute of Planners / Ontario Professional Planners Institute
- Valid Class G Ontario Driver's License.
- Must have a sound working knowledge of computers. Experience with GIS would be an asset
- Excellent verbal and written communication skills
- Analytical skills, initiative, and ability to work under pressure.

The Municipality of Mississippi Mills offers:

- OMERS Pension
- Employer Paid Comprehensive Benefit Plan
- Professional Development Opportunities
- Employee and Family Assistance Program

And so much more...

For a detailed job description and complete listing of position requirements, please visit the Mississippi Mills website under Jobs at www.mississippimills.ca/en/municipal-hall/jobs.aspx

We invite qualified candidates to submit a detailed resume and cover letter in confidence to Cyndy Woods, Human Resources at cwoods@mississippimills.ca. The email subject line should include your last name and the position you're applying for no later than **12 o'clock noon on March 5, 2024**.

We thank all applicants for their interest but advise only those applicants selected for an interview will be contacted.

Please note that as per Municipal policy, all existing employees and all future hires of the Municipality of Mississippi Mills must be fully vaccinated against COVID-19. All requests for accommodation based on proof of a valid medical contraindication or any request for exemption on the basis of protected grounds under the Ontario Human Rights Code will be considered.

Information collected will be used in accordance with the Municipal Freedom of Information and Protection of Privacy Act for the purpose of selecting a candidate.

The Municipality of Mississippi Mills believes that our employees are our greatest strength. We strive to create a culture where all staff feel that they are part of an inclusive environment where differences in thought, perspective, and experience are valued, diversity is celebrated and all persons are treated with dignity and respect. We welcome applications from all underrepresented groups.

If you require accommodation throughout any part of the recruitment process, please contact Human Resources to let us know how we can assist you.