



# Planning Summer Student

One (1) in-person position

\$20.88 per hour

40 hours per week from May to August 2025

Are you a people person? Do you have an interest in learning more about the people and places of Mississippi Mills? We are looking for an energetic, team player who is interested in joining our planning department. Summer portfolio includes assisting the Municipal Planners and planning staff with planning and heritage applications, undertaking research for planning policy projects, assisting with the preparation of public presentations and committees (Committee of Adjustment, Heritage Committee), interacting with the public on planning projects and assisting with the day-to-day operations of the Planning Department as well as conducting site visits.

## Qualifications and Assets:

- Enrollment in a post-secondary program in **land use planning, heritage conservation, geography** or **GIS** is considered an asset.
- Valid Class G Ontario License required.

Mississippi Mills is comprised of extensive rural and agricultural areas surrounding a small friendly town and several picturesque villages and hamlets. Here you'll find heritage homes, quiet residential streets, prosperous farms and a beautiful rolling countryside filled with wide open spaces that invite you to breathe in the fresh country air. Located just 20 minutes from Kanata and 40 minutes from downtown Ottawa, Mississippi Mills also offers a progressive environment for enterprise in our business park, a thriving retail atmosphere in our downtown core and many artistic and recreational opportunities.



Mississippi  
Mills





Mississippi  
Mills



## 2025 Summer Student Employment

Interested candidates are invited to submit in confidence a resume and cover letter outlining the position they are applying for and their qualifications to:

**[cwoods@mississippimills.ca](mailto:cwoods@mississippimills.ca)** no later than **12 o'clock noon on Wednesday, April 30, 2025.**

We would like to thank all who apply, but only those applicants selected for an interview will be acknowledged.

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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 may assist you. All information received relating to requests for accommodation will be addressed confidentially.

*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.*