



Employment Opportunity

GIS Specialist/ Planning Technician

WORK WITH US

Bridgewater is a thriving town of more than 8,000 people, nestled in the heart of the historical LaHave River Valley. Known as the “Main Street of the South Shore”, Bridgewater offers numerous services and industries to its citizens and the Lunenburg County region. Good planning is essential to the town’s long-term health and sustainability as the community continues to develop and grow. Over the past decade, the Town of Bridgewater has emerged as an international leader in sustainability and energy transition planning and programming.

The Town of Bridgewater is committed to offering equal employment opportunities based on qualifications and performance, and free from discrimination because of age, race or ethnic origin, religion, sex, sexual orientation, disability, family status, gender identity, or other protected characteristics, in accordance with the Nova Scotia Human Rights Code. At the Town of Bridgewater, we strive to make our recruitment, assessment, and selection processes as accessible as possible and provide accommodations as required for applicants with disabilities. If you require any accommodations at any point during the application and hiring process, please contact Ashley.Chase@mjsb.ca

ABOUT THE ROLE

Under the supervision of the Manager of Planning and Development, this position performs professional work and provides technical assistance and information to staff and the public regarding land use, subdivision and the administration of planning and development control programs. This position is also the primary departmental resource for mapping and spatial analysis functions and supports policy research and development for a variety of projects in the Community Development Department and across the organization. Strategic and current priority projects that this role will be involved in includes: energy poverty reduction program (Energize Bridgewater), floodrisk mapping, affordable housing, economic development strategy and the review of the Town’s planning documents. This position acts as a liaison between citizens, government agencies, developers and elected officials on planning matters as may be assigned.

Required Qualifications:

- Undergraduate degree or diploma in a related field of study such as community design, planning, archeology, geography, urban planning, science, engineering, computer science, marketing, commerce, economics or business administration.
- A one (1) year diploma in Geographic Information Systems (GIS).

- Experience with ESRI GIS software is required, such as ArcGIS Pro, Spatial Analyst and ArcGIS Online including knowledge of creating interactive web-based mapping, Story Maps, Survey123, Business Analyst and Web App.
- Basic web design and programming may be considered an asset.
- Suitable combination of education and experience may be considered.

Essential Knowledge, Skills, and Qualities:

- Strong communication skills – the ability to write and speak in clear, accessible language.
- Thorough knowledge of Microsoft Office and ESRI GIS systems.
- Detail oriented with strong organizational skills.
- Independence – being able to work without close supervision, managing your own time and projects.
- Critical thinking – being able to evaluate your work and that of others, making judgments about the value of information and drawing conclusions from data.
- Problem solving – working without “a right answer” and devising strategies to work towards a solution.
- Strong customer service skills with the ability to exercise diplomacy and good judgement.
- Contributing as a professional – presenting work to your peers, managing discussions, and defending your position, having the confidence to put forwards ideas to senior staff.
- Cultural sensitivity and commitment to principles of equity.
- Positivity – promotes a positive and productive work environment in the office.

Visit www.bridgewater.ca to view the full job description for this position.

TERMS OF EMPLOYMENT

- Permanent, full-time, non-union position
- Salary: \$ 50,736 - \$65,534, commensurate with experience. The Town of Bridgewater offers a
- Town Hall operates Monday to Friday 8:30 am to 4:30 pm (35 hours per week).
- The Town’s Flex Work Policy enables variety of options including: 4-day work week, work from home 1-2 days per week, earned day off and variable working hours.
- Position operates out of the Town’s Community Development Department (60 Pleasant Street).

SUBMISSION DETAILS

Interested individuals should forward a resume, cover letter, and a portfolio of their work which they feel demonstrates their skills and abilities as it relates to the duties of the position. Submission should be sent in confidence to:

Ashley Chase, Human Resources Officer
employment@mjsb.ca

Competition# TOBGISPECIAL_2023

Deadline to apply: March 17, 2023

While we thank you for your interest, only those candidates selected for interview will be contacted.