



Employment Opportunity Manager of Planning

Permanent Full-time, Salary Level 6 \$73,000 - \$92,000

The County of Annapolis is currently seeking a Manager of Planning to join their team. This is an opportunity to work amongst the breathtaking natural beauty of the Bay of Fundy shoreline and the lush Annapolis River, where you will be captivated by coastal communities, towns, village, historic properties and stunning parks that are the pride of our county. Annapolis County is an ideal location to live, work and play.

The Manager of Planning is responsible for providing daily support, leadership, coaching and mentoring to all planners and development officers on the Planning and Inspection Services Team during the process of preparing, updating, reviewing and writing the Municipality's Municipal Planning Strategy and Land Use Bylaw, assist in the processing and review of all development permits and subdivision applications, reviews complaints received from residents concerning unapproved or non-compliant developments, processes applications for municipal planning strategy amendments, development agreements, and site plans, carries out of detailed studies for planning areas, initiates and undertakes plans and studies, acts as the staff resource person for all Planning Advisory Committee and Area Advisory Committee meetings, reviews all public requests for zoning confirmation certificates, reviews the Municipality's subdivision regulations and municipal servicing specifications, responds to telephone calls, emails, letters, faxes, and other communications, and supports Annapolis County's Regional Emergency Measures Organization

Qualifications:

Candidates for this position must possess as a minimum, an undergraduate or master's degree in planning, urban or rural planning, or a similar educational program, from a recognized post-secondary institution and be a member of the Canadian Institute of Planners, or be able to achieve this status within three years of starting this position.

Ideally, the candidate must have a minimum of five (5) years' experience working in a municipal or provincial planning setting where the focus has been on interpreting planning rules and regulations and provincial legislation, with preference given to those whose experience is directly or indirectly working with a municipal government organization, or a combination of formal experience and lived experiences.

A complete Job description can be found on our website: www.AnnapolisCounty.ca

This employment competition will remain open until the position is filled

Kate McLean, Human Resources Coordinator
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Municipality of the County of Annapolis
752 St. George St, PO Box 100
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Applications will not be accepted via Social Media (Facebook)

The County of Annapolis thanks all those for applying but only candidates selected for an interview will be contacted.

www.AnnapolisCounty.ca

