



Employment Opportunity

Planner/Development Officer

(Full-time, Permanent)

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 Director of Community Development, this position provides subject matter expertise to planning services, leads and manages planning assignments or departmental projects based on Town Council’s strategic priorities. This position is also responsible for implementing and administering the Town’s policies and regulations respecting land use and development including the Municipal Planning Strategy, Land Use By-law, Subdivision By-law, and Heritage By-law. Additional by-laws that delegate responsibility to this position include the Vending, Sidewalk Café, Town Property and others as assigned. Responsibilities include processing and evaluating development applications such as rezonings, site plan approvals, development agreements, heritage designations, and subdivisions. The Planner/Development Officer will assist with the development of any planning related policy, by-law or procedure and will work closely with the Director, Manager of Planning, and other department staff on development inquiries, applications, policy development and other land use matters.

ABOUT YOU

You’re experienced Planner with a range of knowledge and expertise gained through progressive roles, assignments, and projects. You understand and value a collaborative approach to achieving individual and departmental goals and objectives and are a natural team player. You possess the skills and acumen

to build trust and rapport with diverse stakeholders both internally and externally and are comfortable navigating complex processes and files.

Required Qualifications (Planner I/Development Officer):

- Post-secondary degree in Planning, Community Design or a related field is required (Master's level a strong asset);
- 0-4 Years relevant experience;
- Previous experience in municipal planning environment is a strong asset;
- Suitable combination of education and experience may be considered;
- Eligibility to become a Licensed Professional Planner as per the NS Professional Planners Act is required.

Required Qualifications (Planner II/Development Officer):

- Post-secondary degree in Planning, Community Design or a related field is required (Master's level a strong asset);
- A minimum of 5 years relevant, progressive experience;
- Previous experience in municipal planning environment is a strong asset;
- Suitable combination of education and experience may be considered;
- Eligibility to become a Licensed Professional Planner as per the NS Professional Planners Act is required.

Essential Knowledge, Skills, and Qualities:

- Legislation related to land use planning and development control;
- Theoretical and practical understanding of New Urbanism, Community Development, Sustainability
- Community consultation, engagement, and stakeholder management
- Effectively communicate orally and in writing
- Collaborative and team-orientated
- Build and maintain rapport and trust with diverse stakeholders and clients

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

TERMS OF EMPLOYMENT

- Permanent, non-union position
- Salary: The Town of Bridgewater classifies planners based on their experience. Compensation reflects this experience. Planner I /Development Officer \$ 64,165 - 82,176, | Planner II/Development Officer \$73,171-94,559
- The Town of Bridgewater offers a competitive benefits package including Defined Contribution pension plan and flexible work policy.
- Full-time (35 hours per week)

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# TOBPLANNERDO_2023

Deadline to apply: Wednesday, October 13, 2023

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