



Environmental Planner

Organization:	Grey Sauble Conservation Authority (GSC)
Office Location:	Georgian Bluffs/Owen Sound, Ontario
Job Term:	Permanent
Salary:	\$56,292 to \$67,030 per year plus a generous benefits package – <i>Underfill positions are available with compensation commensurate with the candidate's qualifications, skills and experience</i>
Closing Date:	NONE – Please apply at any time

The Environmental planner position makes and recommends decisions on the management of Natural Hazards such as flood zones, steep slopes, Great Lakes and inland lake shorelines and the protection of Natural Heritage such as significant wildlife habitats and significant woodlands. You will also lead GSC's management of complex violations and develop updates for GSC's development-related policies and guidelines within GSC's busy planning and regulation department.

The ideal candidate is a results-oriented team player with a minimum 5 years' experience in watershed management within a regulatory regime and can communicate water management and environmental planning policies and concepts effectively with the public, municipal staff and co-workers.

You will build positive working relationships with municipal/provincial staff, and will have extensive contact with developers and the public.

In Ontario, Conservation Authorities are watershed-based. The GSC watersheds span five major river basins between the shores of Lake Huron and Georgian Bay and takes in some of the most picturesque and breathtaking views in Ontario. The GSC Administrative office is in the Township of Georgian Bluffs just south of the City of Owen Sound. Knowledge of the land base within the Grey Sauble Watershed would be an asset.

GSC is a progressive conservation authority that seeks to provide expert regulatory decisions, as well as conservation advice and services to its municipalities and others, and to work cooperatively with partners and stakeholders.

How to apply:

1. Email your application to jobs@greysauble.on.ca or provide it in hard copy to the Grey Sauble Conservation Authority Administration Office.
2. Your cover letter and résumé combined should not exceed five (5) pages.

3. Customize your cover letter and resume to the qualifications and requirements listed, using concrete examples. We rely on the information you provide to us.

Only candidates who are selected for further screening or an interview will be contacted.

Grey Sauble Conservation Administration Centre
237897 Inglis Falls Road
Owen Sound, Ontario N4K 5N6
519 376-3076
www.greysauble.on.ca

Position Title: Environmental Planner

Purpose of Position:

To undertake plan review functions for municipal land use planning and to process permit applications under the Authority's Development, Interference with Wetland and Alteration to Shorelines and Watercourses Regulation.

Reporting Relationship:

Reports to the Environmental Planning Coordinator

Job Requirements:

a) Education

- Graduation in a resource management field such as environmental planning, geography, forestry, biological sciences, life sciences, environmental engineering or water resources.

b) Technical Knowledge

- understanding of watershed management principles-understanding of natural hazards and natural heritage policy and implementation guidelines.
- understanding of low impact development concepts.
- knowledge of the role and mandate of Conservation Authorities.
- ability to read, understand and interpret aerial photos, maps and development plans, and a working knowledge of Microsoft Office and GIS mapping.
- minimum of 5 years experience in watershed management related to planning and regulations, preferably with a Conservation Authority or similar entity, including review of natural hazards and natural heritage issues under the Ontario Provincial Policy Statement.
- policy development experience would be an asset.
- completion of courses to assist you in the evaluation of planning and development applications. (i.e. CA Regulation Compliance Training Level 1 and 2, ELC, OWES, LID, Erosion Control, stormwater management etc.) would be an asset.

c) Skills

- demonstrated leadership skills.
- excellent verbal and written communication abilities.
- tact and good judgement.
- strong organizational skills and decision making ability.
- able to work in a team environment.
- versatility and flexibility in dealing with multiple tasks and changing priorities.
- regulation enforcement and mediation skills.
- valid Ontario Class G Driver's License.

Responsibilities

a) Plan Review (40%)

- review and provide comment to municipalities and approval agencies on development proposals such as severances, subdivisions, official plans and amendments, zoning by-laws and amendments, minor variances, etc.
- review and process planning and development applications to ensure natural hazards are assessed, considered and appropriately managed.
- ensure Natural heritage features are assessed and considered in accordance with the Provincial Policy Statement.

b) Section 28 Regulation (30%)

- conduct technical review of applications, prepare permits and investigate violations under the Authority's Development, Interference with Wetlands and Alteration to Shorelines and Watercourses Regulation.
- respond/investigate calls from the public and municipalities concerning violations of development regulations.
- prepare and manage complex briefs and analysis relating to potential violations, including documentation, analysis, recommendations and liaison with legal advisors.

c) Plan Input (10%)

- assist in preparation of hazard mapping and policies for inclusion in municipal planning documents and with input on natural heritage issues where agreements exist with municipalities for such services.
- assist in the preparation of policy reviews and GSC Board reports to provide policy and decision options and recommendations to GSC management, including the review of legislation, regulations, guidelines and policies.

d) Hazard and Regulation Inquiries (5%)

- respond to requests for information concerning the status of hazard designations and regulated areas on individual properties.

e) File, Policy and Process Management (10%)

- coordinate planning related hard copy and digital filing and organization of scanning.
- support the improvement of internal processes, and internal and external policies, guidelines and memorandums of understanding/agreements, and articulation of these policies to the public.
- Work with municipalities to incorporate GSC, Natural Hazard and Natural Heritage policies and guidelines into municipal documents and agreements.

f) Other Duties as Assigned (5%)

Working Conditions:

Works in Administration Centre with frequent site inspections in the field in various conditions, weathers and terrains. Some weekend/evening work required.

Contacts:

Frequent contact with property owners, consultants, lawyers, Authority Board of Directors, staff of the Authority, municipal staff and elected representatives and other resource agencies.

Updated: March 29,2018