



# ROTHESAY



## **Town Planner**

Employment Type: Minimum 24-month **Term Contract**

Location: Rothesay, New Brunswick

The Town of Rothesay is seeking a highly motivated individual with above average problem solving, analytical and communication skills to fill a term position as Town Planner beginning as soon as possible.

### **Main Responsibilities**

Over the next two years here you will receive invaluable town planning experience by contributing to the review of Rothesay's 2010 municipal plan and zoning by-law. You will be encouraged to take your knowledge of town planning, place making and land management and apply it directly to the community.

Eventful and diverse roles working on the plan review team will give you a chance to learn from experienced professionals on a range of urban and small town topics. The topics range from managing heritage resources to urban growth infill, local community building and age friendly community planning, as well as:

Preparation and review of planning and development proposals, bylaws and amendments to planning bylaws;

Providing professional analysis and advice on issues related to land use and community planning;

Lead and participate in the community consultation processes to identify issues affecting development that will lead to a public consensus on strategies for managing development and resolving town planning issues;

Research policy and undertake analysis of watershed and wellfield protection legislation affecting the municipal water supply lands.

### **Knowledge**

Professional community planning principles, legislation and processes as they relate to the preparation of land use plans;

Facilitation, mediation and negotiation techniques;

Economic, geographic, cultural and social issues and trends related to planning and development in New Brunswick;

Knowledge and experience with GIS software; and

Public presentation methods, formats and support software.

Candidates must clearly describe where they have gained the knowledge and demonstrated the abilities required. Interview selection will be made on the basis of this information.

The successful candidate will possess a degree in planning or a related field, combined with at least two years of land use planning experience at the municipal level. You should have or be working toward your membership in the Canadian Institute of Planners. This position requires the successful candidate to have a valid driver's license.

### **Skills**

You will need to have:

- creative thinking, problem-solving and analytical skills to come up with imaginative solutions to town planning problems;
- strong report-writing, communication and organisational skills for effective liaison with colleagues, developers, architects and members of the public;
- the ability to work as part of a team and to manage multiple caseload assignments;
- project-management skills;
- self-motivation;
- an aptitude for listening to, and negotiating with, a diverse range of people; and
- the ability to work with accuracy and attention to detail, in order to ensure planning details are exact.

Applications for this position will be accepted until the position has been filled.

Please submit your cover letter and resume to Kim VanWart, Human Resources Clerk at [kimvanwart@rothesay.ca](mailto:kimvanwart@rothesay.ca).

If you have specific questions regarding this position, please contact Brian White, Director of Planning & Development Services ([brianwhite@rothesay.ca](mailto:brianwhite@rothesay.ca)) or by phone at (506) 848-6609.