

UPLAND

Planning +
Design Studio

63 King Street
Dartmouth, Nova Scotia B2Y 2R7
+1 (902) 423 0649
info@uplandstudio.ca

Re:

Job Advertisement for an Intermediate Land Use Planner

24
September
2021

About UPLAND

Since its inception in 2014, UPLAND has become recognized as a leader in developing locally-owned and innovative planning and design strategies that are as unique as the many Atlantic Canadian communities with which we are fortunate to work. We firmly believe that effective solutions stem from local experience and leadership. We are collaborators at our core. Our objective for all our projects is to create an open and effective participatory process that is appropriate to the context of each community. Learn more about UPLAND at our website (www.uplandstudio.ca).

Our planners are frequently engaged in housing studies, physical master plans, governance studies, development approvals, and the creation and review of planning documents (Community Plans, Municipal Planning Strategies, Land Use Bylaws, *etc.*). Our work touches on a wide range of topics, such as housing, agricultural protection, environmental protection, infrastructure sustainability, renewable energy, subdivision, urban design, coastal development, and more.

UPLAND operates with a flexible team-based network approach. We offer customized work schedules and the ability to split time among home, office, and on-site locations.

Position

We are inviting applicants for the full-time position of Intermediate Land Use Planner. Interested applicants should submit their cover letter and résumé in PDF format to job@uplandstudio.ca. The closing date is **October 15, 2021**

The Intermediate Land Use Planner will be a core member of the land use planning team. This individual will, with the support of the Senior Planner, lead the day-to-day aspects of municipal planning projects throughout Atlantic Canada. Opportunities to participate in projects in other service areas (active transportation, urban design, development approvals, *etc.*) may be available depending on workloads and the individual's interests and skills.

Specific responsibilities will include:

- Communicate with clients and team members to coordinate project work;
- Review and summarize existing planning and policy documents;
- Collate, analyze, and present statistical data (*e.g.* StatsCan, CMHC);
- Review best practices and research reports and provide well-researched policy recommendations;

- With the support of UPLAND's Engagement Coordinator, design and implement effective and inclusive engagement processes;
 - Provide engagement support for other projects underway at UPLAND;
 - Write Municipal Planning Strategies, Land Use Bylaws, Subdivision Bylaws, housing studies, and other planning documents;
 - Write professional reports that clearly and articulately explain complex ideas using plain language; and
 - Assist in writing proposals in response to RFPs.
-

Knowledge, Ability, and Skills

The following aptitudes or experiences are essential for this position:

- Three to five years professional planning experience;
- Empathy, adaptability, and a commitment to equity;
- Experience writing planning documents (Municipal Plans, Land Use Bylaws, *etc.*), preferably in Atlantic Canada;
- A bachelor's degree (minimum) in planning, community design, architecture, environmental sciences, land development, or related disciplines. Additional years of professional planning experience may be considered in lieu of formal education;
- Excellent writing skills and attention to detail;
- Familiarity with Atlantic Canada and rural communities;
- Data analysis and data presentation skills;
- Aptitude for public speaking and small-group facilitation (*e.g.* hosting a workshop table discussion);
- Functional knowledge of Microsoft Office Suite, Adobe Illustrator, Adobe InDesign and other Adobe Creative Suite software (*e.g.*, Photoshop);
- A good understanding of GIS;
- Driver's license (or ability to obtain); and
- Ability to legally work in Canada.

The following aptitudes or experiences are considered to be assets for this position:

- Project management experience;
 - A passion for relevant policy issues (*e.g.* housing, coastal protection);
 - Municipal Development Officer experience;
 - Limited Working Proficiency (or better) in French;
 - Experience collaborating with First Nations;
 - MCIP designation;
 - Urban design experience; and
 - Graphic design skills.
-

Other Details

The position typically involves standard business hours; however, occasional evening meetings and extended (up to a week at a time) travel around Atlantic Canada should be expected.

UPLAND offers comprehensive health and dental benefits.

Salary: \$50,000 - \$60,000

Office location: Dartmouth, Nova Scotia