

### POSITION SUMMARY

The Town of Oromocto is located in the Greater Fredericton Area, New Brunswick's knowledge industry capital. With a population of approximately 9,000 and a service centre of 25,000 people, the Town of Oromocto is the perfect size to experience small-town charm with access to many services. Oromocto is also home to the Canadian Army's Base Gagetown, one of the largest military training centers in the Commonwealth. Oromocto is a vital community with outstanding municipal services, a reliable labour force and an excellent quality of life.

The Town of Oromocto is currently seeking a Director of Planning and Compliance to lead and manage its Department of Planning and Compliance, the office of primary interest for the drafting, submission to Council and implementation and enforcement of all By-Laws relative to urban land use and building codes.

Reporting to the CAO, this is a senior leadership position, which entails professional and administrative work directing the Municipal Planning, Permitting and Compliance programs. The work involves specialized knowledge of the technical and administrative planning, initiation, coordination, formulation, review and direction of the activities undertaken by the Planning and Compliance staff. The position involves the overall direction of economic and sustainable community development.

### RESPONSIBILITIES

To plan and facilitate the long-term urban development planning of the Town through the timely management of the following components:

- Residential/Commercial/Industrial development.
- Lands for public purposes/recreational uses.
- Initial concepts for transportation infrastructure (roads, streets, pathways).
- Working collaboratively with colleagues, other professionals and community leaders.
- Making recommendations to Council on any matter involving planning, building and subdivision development.

The Director of Planning & Compliance is also responsible for the general supervision of the activities of all Department employees including the individuals responsible for building inspection, bylaw enforcement, administration, summer students and work term employees.

## Apply Now!

Interested individuals should submit an application using a Town of Oromocto [Application for Employment Form](#) and a current resume to the email address below, not later than 4:00 pm, August 5, 2022.

[HR@oromocto.ca](mailto:HR@oromocto.ca)

We look forward to hearing from you!

### EDUCATION & EXPERIENCE

- Graduate degree in planning from a recognized professional planning school and a minimum of four years of relevant experience.
- Registered Professional Planner (RPP) Designation and eligible to practice in New Brunswick.
- Preference given to full member of the Canadian Institute of Planners .
- Demonstrated experience leading a team of two (2) or more staff.

Specific experience in the areas included below:

- Interpretation and application of the *Local Governance Act* and *Community Planning Act* and any regulation attached thereto.
- Municipal planning, development and design with specific knowledge of planning policies, land use regulations and the construction and development process.
- The development and enforcement of municipal by-laws.
- Budget management and expenditure control.

### REQUIRED KNOWLEDGE AND SKILLS

- Comprehensive knowledge of the purposes, principles techniques and terminology involved in municipal and regional planning.
- Knowledge of economics, municipal finance and sociology as applied to municipal planning and building construction.
- Comprehensive knowledge of zoning and subdivision principles and requirements, with an understanding of their legal basis and the administration of regulatory controls.
- Ability to plan, organize and direct a variety of activities by working with a diverse local community.
- Ability to develop partnerships and positive working relationships with private and public stakeholders throughout the province and working with appropriate organizations on a local, regional, national and international level on issues related to planning and construction development.
- Strong interpersonal and communication skills, both verbal and written.
- Ability to motivate, lead and develop consensus among industry stakeholders with an ability to identify issues or problems and develop strategies and opportunities to resolve them.
- Ability to manage staff and make difficult decisions.
- Ability to think broadly and openness to new tasks and responsibilities.