The Hamilton Conservation Authority is hiring a

**Senior Planner**
*(Full Time, Permanent Position)*

The Hamilton Conservation Authority (HCA) is a watershed-based organization established under the provisions of the Conservation Authorities Act. Since 1958 the HCA has dedicated itself to the management and conservation of watershed lands and water resources for the benefit of people, communities and the environment. HCA undertakes programs on a watershed basis to manage water resources, protect people and property from natural hazards, monitor and conserve the natural environment, and provide recreational and educational opportunities.

Reporting to the Manager, Watershed Planning, Stewardship and Ecological Services, the Senior Planner will be responsible for the HCA’s watershed planning program. This will include watershed management planning, municipal plan input and review, and supporting the administration of the HCA’s Regulation of Development, Interference with Wetlands, and Alterations to Shorelines and Watercourses (Ontario Regulation 161/06).

**DUTIES AND RESPONSIBILITIES:**

- Under the direction of the Manager, Watershed Planning, Stewardship & Ecological Services, implement various watershed planning initiatives of the HCA including the formulation of policies and long-range strategies for the HCA’s watershed planning program.
- Complete the review and response to development applications under the Planning Act that are circulated to HCA by municipalities, such as official plan and zoning amendments, draft plans of subdivision, site plans, consents and minor variances;
- Complete the review and response to policy amendment and development permit applications circulated by the Niagara Escarpment Commission;
- Complete the review and response to projects circulated under the Environmental Assessment Act;
- Support the administration of HCA’s Regulation of Development, Interference with Wetlands, and Alterations to Shorelines and Watercourses (Ontario Regulation 161/06), including the processing of permits and supporting compliance activities;
- Respond to inquiries from the public, municipal staff, consultants and lawyers regarding HCA’s watershed planning and regulations programs.
- Attend meetings and conduct site inspections in support of carrying out duties, including representing the HCA on committees as required; and
• Other planning related duties as may be assigned.

QUALIFICATIONS:

• A university degree in natural resources management, planning, geography or related field with a minimum of five (5) years of experience related to land use planning and natural resources management;

• Working knowledge of land use planning and natural resources management legislation, regulations and policies including the Conservation Authorities Act, Planning Act, Provincial Policy Statement and Provincial Plans, Environmental Assessment Act, and Niagara Escarpment Planning and Development Act, along with practical experience applying this knowledge in the review of related development applications

• Membership or working toward membership in Ontario Professional Planners Institute;

• Understanding of principles and approaches related to land use planning, environmental impact assessment, natural resources management, ecology, hydrology, stormwater management and erosion and sediment control;

• Experience reviewing and interpreting technical plans and engineering drawings (i.e. site plans, grading and drainage plans, construction drawings, etc.);

• Excellent written and oral communication skills, and the ability to work effectively with a broad range of stakeholders

• Strong problem-solving and analytical skills

• Positive team player capable of self-directed, independent work

• Working knowledge of Microsoft Office software suite including Microsoft Word, Excel, and PowerPoint, and experience working with Geographic Information Systems (GIS); and

• Possess a valid Ontario driver’s license (G license minimum).

WORKING CONDITIONS:

The Senior Planner will be based at the HCA’s main office (Woodend) in Ancaster, Ontario. However, some time will be spent out of office attending meetings and conducting site visits and inspections on properties throughout the watershed. Working hours will total 37.5 per week, Monday through Friday inclusive with the additional requirement of evening meetings and occasional work on weekends.

INCOME LEVEL:

The income for this position will be commensurate with experience. Salary progression will be based on merit and is considered on an annual basis. Yearly cost-of-living adjustments (COLA) may also be considered.
BENEFITS:

This position is eligible for benefits as outlined in the Conservation Authority’s Personnel Policy as it pertains to a full-time position. Most benefits become effective after the 3-month probation period (health, dental, disability insurances and life insurance); however, the defined contribution pension plan requires 1 years’ service.

APPLICATION PROCESS:

Interested applicants, please send your cover letter and resume in PDF or MS Word format via email by 4:00 pm, on Wednesday, November 10, 2021 to: jobs@conservationhamilton.ca (Please include job title in email subject line)

Although we appreciate the interest of all applicants, only those selected for an interview will be contacted.

Accessibility accommodations are available for all parts of the recruitment process; applicants are asked to inform Human Resources for any disability required accommodations in advance.