

Pickering is a vibrant, connected, and engaged community that is experiencing both significant economic and residential growth. We continue to evolve as a preferred destination for creative learning, memorable events, and unique experiences, and are seeking passionate candidates that are committed to joining us on our journey.

Our dedicated, energetic staff are guided by our core values and corporate priorities which fuel an inclusive culture and encourages teamwork, customer service excellence, and personal and professional growth.

The City provides a competitive compensation and benefits package with a focus on workplace wellness. Explore our career opportunities and see how you can make a difference.

Senior Project Manager, Special Projects **(3 Year Contract)**

The incumbent manages, coordinates and participates in highly complex and multi-disciplinary projects on a wide variety of strategic planning and municipal & regional initiatives. Responsibilities include; providing technical guidance, researching, analyzing, preparing and presenting material related to various corporate and strategic projects. In consultation with the City Development Department, the incumbent will also develop recommendations for consideration by City, Regional and Provincial Officials, politicians and senior staff.

Successful applicants will possess the following:

- Successful completion of a degree in Urban Planning, or an Honours degree in a related field.
- Project & Program Management Training is an asset.
- Full membership in the Canadian Institute of Planners, RPP Designation would be considered an asset.
- Five years of progressively more responsible work related professional municipal experience, preferably in a municipal environment and/or real estate industry. Experience to include at least two years in a leadership role.
- Thorough knowledge and understanding of the *Planning Act* (Ontario), regulations and procedures, Regional and Provincial Plans and policies, planning and land development practices, the LPAT (formerly OMB) processes, and emerging municipal planning/development principles would be an asset.
- Excellent analytical problem-solving, organizational communication (written and oral), report writing, presentation, leadership, coaching, mentoring, team building, project management, negotiation, conflict resolution and customer service skills.
- Proven ability to synthesize, evaluate and interpret highly complex issues and information from a wide variety of sources; evolve clear recommendations, concepts and strategies; and convey complex or detailed information in a manner that is understandable to a variety of audiences.
- Proven ability to coordinate major projects and multi-jurisdictional initiatives.
- Ability to exercise judgment in a rational and informed manner appropriate to the situation, obtain consensus, and resolve issues.
- Demonstrated ability to develop creative solutions in response to a wide variety of land use, and planning policy issues, within a dynamic, fast-paced, multi-stakeholder environment.
- Ability to work independently, as a team leader, or as a member of a team with minimal supervision.
- Ability to represent the Corporation at LPAT hearings, court proceedings, tribunals, council/committee meetings, and other functions.
- Ability to identify priorities, and organize and coordinate a variety of job responsibilities having simultaneous deadlines, changing priorities, and multiple reporting relationships, and to coordinate the input of other support staff.
- Proven ability to maintain effective working relationships with all levels of employees, elected officials, consultants, developers, and the community, and to maintain a professional outlook in an atmosphere of competing interests and time constraints.
- Demonstrated proficiency in the use of personal computers and Windows based software applications.
- Must be prepared to undergo a Criminal Reference Check as a condition of employment.

- Must have a personal vehicle for use in the performance of duties and possess a valid Class “G” Ontario Driver’s Licence. A clean driving record is preferred.

Annual salary range starting at \$108,927.00 (based on a 35-hour work week).

Qualified candidates may submit a detailed resume or online application form by **Monday, December 6, 2021** to:

Human Resources Associate
Human Resources Department
One The Esplanade
Pickering, ON L1V 6K7

By Email: hr@pickering.ca
By Fax: 905.420.4638
Online: pickering.ca/employment

We thank all applicants for their interest; however, only those selected for an interview will be contacted. In accordance with the *Municipal Freedom of Information and Protection of Privacy Act*, personal information is collected under the authority of the *Municipal Act* and will be used for the purpose of candidate selection. An equal opportunity employer, all employees are governed by the City’s Mandatory Vaccination Procedure. Please contact Human Resources if you require accommodations throughout the recruitment process. Documents are available alternate formats upon request.

The City of Pickering is committed to inclusive, accessible, and barrier-free employment practices and to creating a workplace that reflects and supports the diversity of the community we serve. We encourage and welcome applications from qualified applicants including members of racialized groups, Indigenous Peoples, persons with disabilities, and persons of any sexual orientation or gender identity. Please let us know if you require an accommodation and we will work with you to ensure a barrier-free hiring process.

An Equal Opportunity Employer