

**Position:** SENIOR PLANNER  
**Term:** Full Time  
**Location:** York Region + Southern Ontario  
**Issued:** 10 February 2022  
**Deadline:** 28 February 2022 (5:00 pm)

**THE POSITION:**

LARKIN+ is looking to add a valued member to our growing consultancy. We are currently seeking a SENIOR PLANNER. As a member of our professional team, you will be an integral part of our growing consultancy, providing support to senior management and directing design and planning staff through the planning approvals process. Reporting to management staff, the position requires an experienced professional that is highly motivated, flexible, and enthusiastic team player, capable of project management duties and having demonstrated experience reading and analyzing complex planning policy. You are a capable team player that will aid the firm on business development matters, managing project budgets and allocating staff resources to complete project assignments from start to finish with minimal supervision.

You are a member of the Canadian Institute of Planners / Ontario Professional Planners Institute, with the designation Registered Professional Planner (RPP). Additionally, you have experience representing land use planning projects before Tribunals (OLT, LPAT, OMB) regarding land use planning matters. Some evening work will be required (attendance at Public Meetings, Council & Committee meetings, etc.) along with occasional travel.

**RESPONSIBILITIES...**

- ✓ Lead project teams on land use planning applications, including:
  - ▶ Official Plan and Zoning Bylaw Amendments, Draft Plans of Subdivision, Condominium, Site Plan Approvals.
  - ▶ Drafting & Review of Planning Justification Reports, Review & approval of Graphics for applications & presentations.
  - ▶ Monitoring application review through the land use approvals process.
  - ▶ Making presentations to Councils, Committees & Stakeholders.
- ✓ Providing critical analysis and an advanced professional opinion on complex land use planning applications.
- ✓ Commitment to being part of a learning organization, to providing leadership and contributing to the career development of junior/intermediate staff, including technical direction, training, coaching, and mentoring
- ✓ Project Management duties including:
  - ▶ Allocating and monitoring staff resources.
  - ▶ Liaison with "Project Team" members, and client(s).
  - ▶ Project Budgeting and time allocation review.
  - ▶ Attend business development engagements as required;

**QUALIFICATIONS...**

**REQUIRED...**

- ✓ Undergraduate / Post Graduate Degree Urban Planning (or related).
- ✓ Registered Professional Planner (RPP) in OPPI is required.
- ✓ Knowledge of the changing planning legislation in Ontario.
- ✓ Demonstrated ability to manage & respond to multiple, conflicting, and shifting priorities and deadlines.
- ✓ Self motivated, work well with others, solves problems effectively.
- ✓ Effective time management & communication skills.
- ✓ Good management, leadership qualities with strong technical skills.
- ✓ Positive, enthusiastic, hands-on approach with a strong bias to client service
- ✓ Type G Driver's license with access to a vehicle.

**ASSET (OPTIONAL)...**

- ✓ Design experience, including presentation software types such as the Adobe Suite, Photoshop, Sketchup, AutoCAD, GIS Software, and 3D computer modeling applications.

**THE COMPANY ...**

*LARKIN+ Land Use Planners Inc. (LARKIN+) is a professional land use planning consulting practice providing services to public and private sector clients located across a diverse geographic area. Established in 1996 in the Town of Newmarket Ontario, our projects are generally concentrated in southern Ontario.*

*Our PHILOSOPHY... is one of inclusion, whereby we believe that all voices need to be heard so that a proper planning solution can be achieved.*

*Our APPROACH... is to achieve consensus wherever possible amongst the various stakeholders in the planning process.*

*Our FOCUS... is to provide detailed research and objective analysis to determine optimal solutions for our clients.*

*We work closely with all interested parties involved with our projects to identify planning solutions that meet project goals and adhere to good planning principles. Our urban planning and design consultancy delivers results for our clients pertaining to their land use planning projects from the formulation and interpretation of land use planning policy to detailed site planning exercises.*

**GENERAL INFORMATION...**

**POSITION:** SENIOR PLANNER  
**EXPERIENCE:** 6+ yrs  
**BUSINESS HOURS** 8:00 am TO 5:00 pm (Flexible),  
 Monday to Friday  
**WORK WEEK [TYPICAL]:** 40.0 hours (8.0 hours /day)  
**WORK ENVIRONMENT:** Mixed [Office & Virtual]  
**SALARY RANGE:** \$ 87,701 to \$ 107,126+  
**PAY PERIOD:** Monthly  
**EMPLOYMENT TYPE:** Permanent (Full Time)  
**COMPANY BENEFITS:** Provided (Per Company Policy)  
**REPORTING TO:** President

**TO APPLY...**

Send your CV and cover letter to Ivanka (Joan) Scott, Office Manager, [ijs@larkinplus.com](mailto:ijs@larkinplus.com) with "SENIOR PLANNER" in the subject line. Your cover letter should explain your interest in land use planning. Please be advised, only candidates selected for an interview will be notified. Thank you for your interest in LARKIN+.