



Lanark County is seeking high energy, dynamic, professional to fill the following opportunity in our Clerk's Department starting as soon as possible.

**REGULAR FULL TIME  
SENIOR PLANNER  
(Posting No. CS2022-005)**

**MANDATE:**

Responsible for assisting the County Planner with all land use planning functions of the County under the Planning Act and related regulations for applications for subdivision and condominium, condominium exemptions, part lot control by-laws, County Official Plan, local municipality Official Plan amendments, consents and validation of title, and assumed full responsibility for the operation of the Planning Department in the absence of the County Planner. In collaboration with the County Planner, provide technical information, assistance and advice to Council, Land Division Committee, local municipal staff, and members of the public, provincial ministries, various agencies and planning consultants. Assist the Tourism and Corporate Relations Coordinator in the administration of the Rural Addressing Project. Perform work in accordance with the provisions of Health and Safety legislation and corporate/departmental policies and procedures.

**QUALIFICATIONS:**

Minimum four-year University degree in Planning or related field, plus Registered Professional Planning (RPP) designation required. Minimum 5 years of progressive experience in municipal planning experience, including supervisory. Ability to approve applications within municipal and provincial legislation. Ability to analyze information from the Geographic Information System (GIS). Proficient at preparing and presenting reports to Land Division Committee and Council under strict deadlines. Excellent communication, organizational and computer skills.

This position is evaluated at Level 8 (\$38.80 - \$50.10) per hour of the 2023 NUG Salary Grid.

**What we offer: Competitive compensation, alternate work arrangements, working from home policy, extended healthcare coverage, dental and vision care, disability insurance, life, dependent life insurance, Ontario Municipal Employers Retirement System (OMERS) pension plan, Employee Assistance Plan (EAP), wellness promotion account, training and development opportunities**

The Lanark County employee slogan is "Working Together to Achieve Greatness." If you embrace this ideal and you meet the position qualifications outlined above, we look forward to receiving a detailed résumé Lanark County Administration Building, Human Resources, 99 Christie Lake Road, PERTH, ON, K7H 3C6; Fax #:613-267-2539; email: [csjobs@lanarkcounty.ca](mailto:csjobs@lanarkcounty.ca)

**When emailing your application, please ensure your cover letter, résumé and any other related documents are submitted in one file preferably MSWord (.doc or .docx) or Adobe (.pdf).** Email subject line should include your "name" and job posting number "CS2022-005" (example: Jane/John Doe CS2022-005).

Lanark County is an organization that strives to embrace the spirit of inclusion, diversity, equity and accessibility. We are an equal opportunity employer committed to building an inclusive and barrier-free environment in which all individuals have access to the County's goods, services and facilities. **If contacted for an employment opportunity, please let us know if you require any accommodations to ensure you can participate fully and equally during the recruitment and selection process.**

We would like to thank all who apply, but only those applicants selected for an interview will be acknowledged.

*Note: Personal information collected from applications is collected under the authority of the Freedom of Information and Protection of Privacy Act and will be used to determine qualifications for employment. Questions about the collection of Information should be directed to the Human Resources Department at the address indicated above.*