



**Posted: Thursday, March 8, 2018**

**Job Number: I-18-10**

**Job Type: Full time Permanent, Union**

**Closing Date: Thursday, March 22, 2018**

## Choose Barrie

The City of Barrie is a vibrant, progressive and growing community with deep connections to our heritage, to nature and to the opportunities surrounding us.

Our community values quality of life; the ability to play year-round with 300 hectares of park space, our beautiful waterfront, our lively downtown core and the nearby hills, wetlands and forests. We also value connections; to our neighbours and the community, to our road and rail network, and to the opportunity Barrie provides to enjoy life.

Everything Barrie has to offer, from the water we drink to the roads we travel on, has one thing in common - municipal workers. Joining a municipality is one of the most rewarding, engaging and exciting careers you could choose. It is a career you can take pride in knowing that every day you make a positive impact on an entire community. We are one team, with one goal and we all work together to continue making our community great.

## The Opportunity

The Planning and Building Services Department is comprised of two branches: Community Planning and Building Services. The Department's mission is to guide the growth and development of Barrie towards a vibrant, livable and resilient community through development of a strong policy framework for land use decision making and development review services, and to administer and enforce the Ontario Building Code to ensure the safety of the City's residents. The two Branches work together to implement provincial policies, address corporate strategic objectives and apply best practices in land use planning and building practices, and guide development and growth with full support from professional, technical and administrative support staff. Feedback and interaction with a variety of other Departments within the organization, and gained through public consultation, are key to realizing Council and corporate directions, many of which are initiated and commenced through the planning and building processes.

The Planning Services Technical Coordinator assists the Manager of Intensification and Land Use Policy as well as staff in the Planning Services Branch by undertaking research for background papers and studies relating to land use policy formulation and development issues. The work of the Technical Coordinator brings spatial and statistical information related to planning to life by leveraging Geographic Information Systems (GIS), analysis, graphic/map illustration programs and effective writing skills.

This position will track key growth management and planning related data and assist with the preparation of annual monitoring reports as required by the Province and the City's growth management policies. The position supports the work of various committees and is also the person responsible for demographic information management, civic addressing and street naming.

## Our Culture and Qualifications of the Job

### Corporate Culture

- Your workplace values align with our corporate values of **Strive, Share and Care** and you want to join us in providing exceptional services and programs to build a prosperous, growing and sustainable community

### Education (degree/diploma/certifications)

- Two (2) year College Diploma in Urban and Regional Planning Technician – Geographic Information Systems, or related field
- Post Graduate specialist Diploma in Geographic Information System (GIS)

### Experience

- Three (3) years of previous experience in GIS applications.

### Knowledge/Skill/Ability

- Computer literacy utilizing the Microsoft Office Suite (Word, PowerPoint, Excel) as well as AutoCad, AutoCad Map, ERSI Arc View, Arc GIS, Raster Image, Adobe Photoshop and Illustrator, GPS data collection. Ability to use a digital camera.
- Familiarity with planning processes and general knowledge of the Planning Act.
- Effective oral and written communication skills.
- Ability to train technical staff.

## Other Important Information

**Location:** City Hall, 70 Collier Street in Barrie

**Hours:** The normal hours of work are 35 hours per week as per the collective agreement.

**Wage:** This is a Level-7 position in the CUPE Local 2380 bargaining unit with a 2017 pay range of \$59,514.00 per year to \$71,307.60 per year (\$32.70 to \$39.18 per hour).

**Benefits:** This position includes a comprehensive union benefit plan, including but not limited to extended health and dental coverage, life and accident insurance, paid vacation and sick days, short/long term disability plans, OMERS pension plan, discounted rate for City Fitness Memberships and much more.

## The Application Process

Please submit your resume electronically by quoting file # **I-18-10 Planning Services Technical Coordinator** in the subject line (*MS Word or pdf format only*) to email [hire.me@barrie.ca](mailto:hire.me@barrie.ca) by Thursday, March 22, 2018.

Don't meet the credentials as outlined but have years of directly related experience? Please see the City's [Education Equivalency Procedure](#) to determine if you may qualify for equivalency. Further information is available at [www.barrie.ca/JobOpps](http://www.barrie.ca/JobOpps).

- Position Equivalency Code: C

Please note that verification of educational credentials will be required at the interview stage of the selection process.

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*The City of Barrie is an equal opportunity employer and we will accommodate the needs of applicants under the Ontario Human Rights Code and the Accessibility for Ontarians with Disabilities Act (AODA) throughout all stages of the recruitment and selection process.*

*Personal information collected will be used in accordance with the Municipal Freedom of Information and Protection of Privacy Act (MFIPPA) for the purpose of candidate selection.*

*Disclaimer: The job posting has been designed to indicate the general nature and essential duties and responsibilities of work performed by employees within this job title. It may not contain a comprehensive inventory of all duties and responsibilities required of employees to do this job. For full position details, please request a copy of the Job Description by emailing [hire.me@barrie.ca](mailto:hire.me@barrie.ca)*

*We thank all applicants and advise that only those selected for an interview will be contacted.*