

THE CITY OF DAWSON

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TERM EMPLOYMENT OPPORTUNITY Planning and Heritage Summer Student

TERM PERIOD: May 14, 2018 – August 31, 2018

Reporting to the Community Development and Planning Officer (CDO), the City of Dawson has an opening for a summer student in Community Development and Planning.

Qualifications: This position is funded through the STEP Employment Program provided by the Yukon Government Department of Education. Applicants must meet the posted eligibility criteria in order to apply for STEP positions.

Under the direction of the CDO, the Planning and Heritage Summer Student is responsible for administration of heritage guidelines on planning, development and land use related to issues in the City of Dawson. The successful candidate should be interested in a career in land-use planning, heritage management, or municipal administration. This position works closely with the Community Development and Planning Officer in order to meet the needs of a unique northern community. The student will assist with development application approvals, implementation of the Heritage Management Plan, and the day-to-day operational requirements of the municipality. The Planning and Heritage Summer Student is a support role with significant opportunity to increase responsibility and build upon tasks when leadership and competency are demonstrated. The successful candidate will gain hands-on, applied knowledge of land-use planning and heritage planning in a municipal context, as a foundation for career in one of these fields.

This position is located in the City of Dawson. No accommodations are provided, though the successful candidate may contact the CDO if they require assistance in securing a short term rental.

Field of study:

Completion of first year or higher in Geography OR Planning (eg Urban, Regional, Rural) OR History

Conditions of employment:

Travel

Application Details: This position is for a *Yukon Post-Secondary Student*. Salary is paid according to the STEP wage scale. To find more details on STEP Program eligibility or to apply, please visit <http://www.education.gov.yk.ca/step-students.html> and reference STEP Position STEP-18008-P.

Closing Date: Friday, February 2, 2018

For position specific inquiries, please contact Clarissa Huffman at cdo@cityofdawson.ca.