



## LANDSCAPE DESIGN COORDINATOR

Regular Full-Time

Competition Bulletin File #: 19-U122

Web Site: [tol.ca](http://tol.ca)

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*Join a “Community of Communities” – the Township of Langley, home to over 128,000 residents, is committed to providing progressive business, housing, and recreational opportunities, while balancing its unique mix of urban growth and rural beauty. A truly fun and beautiful place to work, the Township of Langley offers competitive salaries; excellent benefit packages; municipal pension plan; employee wellness programs; training; professional development, and career growth opportunities for staff.*

The Township of Langley is currently recruiting for a regular full-time **Landscape Design Coordinator** to join our team of professionals in the Community Development Division; Green Infrastructure Services Department.

Reporting to the Manager, Green Infrastructure Services, in this unionized position you will join a dynamic multi-disciplinary team of professionals, applying your creativity, breadth of landscape architecture and development related knowledge and experience. As an expert in your field, you have extensive knowledge of best practices in the review and acceptance of: Landscape and Tree Management plans, plans and policies involving Age Friendly Amenity Areas, Greenways and Landscape Amenity Areas, open space planning in conjunction with community and neighbourhood plan development; the application of Green Infrastructure principles and practices, and the integration of development and related processes with existing and future infrastructure for the development of sustainable communities. You will have a broad knowledge of and experience with bylaws and policies relating to land development and open space planning principles. You will also administer municipal landscape requirements of land development projects, prepare and maintain a variety of materials such as records, technical and status reports, and establish and maintain contact with and provide information to a variety of internal and external contacts and consultants related to the work performed. You will work closely with members of the Development Services team to implement community, neighbourhood and sub-neighbourhood plans, policies, procedures and priorities relating to landscape and green infrastructure elements on developable land, as well as, the acquisition of and conceptual design of development secured park properties. You will also promote, encourage, and provide for the translation of broad goals and objectives, as outlined in the municipality’s Sustainability Charter, to practical applications as part of development proposals. With rapid transit to our Regional City Centre on the horizon, Municipal Town Centres and Frequent Transit Development Areas balanced with rural landscapes, you will be part of a team that will shape the sixth largest and fastest growing municipality in Metro Vancouver. You will be responsible for managing and processing green infrastructure components of highly complex and diverse land use applications as well as assisting on the updating of bylaws, policies, and procedures. Opportunities for sharing your work and life experiences with a talented team of landscape architects, planners, engineers, technical and support staff will provide a way to enhance their success as well as your own.

Your qualifications include a degree in landscape architecture or a related discipline plus several years of related experience or an equivalent combination of training and experience. You have considerable knowledge of construction, landscape design principles, practices and procedures, field review processes and reporting procedures and considerable knowledge of landscape construction materials, costs and methods related to the work performed. You have sound knowledge of the functions and responsibilities of various internal departments and external agencies and have sound knowledge of the rules, regulations, policies, and bylaws related to the work performed and the ability to analyze design proposals and conceptual plans relating to land development or redevelopment projects. You have the ability to prepare detailed reports relating to submitted drawings, materials lists, cost estimates and specifications and act as liaison and coordinator on design and lay-out. You have the ability to review, analyze, assess and interpret plans, specifications, contracts and other materials related to the work. You have excellent interpersonal and negotiation skills, are strategic and well organized, decisive and communicate effectively. You are a consensus builder, fully conversant with the challenges facing a growing community and have well-honed writing skills. You are committed to providing excellent customer service through teamwork, communication, and responsiveness.

In order to be considered for this position, candidates must have the following valid and current certifications / licenses (must be valid at the time the posting closes) and these **must** be attached with your application. **Applications without the attached required documents below will be deemed incomplete and will not be considered. Please title your attachments with the number of this competition and have these documents ready to upload when you apply:**

- A valid BC Class 5 (full-privilege) driver’s license or equivalent driver’s license for where you reside, and full membership or eligibility for full membership in the British Columbia Society of Landscape Architects is required. A current Driver’s Abstract has been obtained within 6 months of the closing date below **must** be uploaded with your application in order to be considered for this opportunity and in order for your application to be complete. To obtain a copy of your Driver’s Abstract, please contact ICBC directly or the driving authority where you reside.

The CUPE rate of pay for this position is \$39.56 - \$46.75 per hour (2019 rates) plus benefits. The hours of work are Monday to Friday 8:30am – 4:30pm.

If you wish to pursue this exciting career in a growing community, please visit [tol.ca/careers](http://tol.ca/careers) to apply.

The closing date for this competition is by **4:30pm, September 23, 2019.**

*We appreciate all applications; however, only short-listed candidates will be contacted for an interview.*