
Senior Planner

A small town with a big heart – filled with smiling faces.

Sooke embraces our natural assets including local parks, trails, waterways and oceanfronts; we honour the history of the lands of the T'Sou-ke and Sc'ianew (C'heanuh) First Nations within the Coast Salish Territory.

"Where the rainforest meets the sea." Characterized by warm, dry summers and mild winters, Sooke's pleasant climate is a year-round paradise for those who enjoy outdoor activities, such as hiking, biking, kayaking, or sailing.

Our team welcomes those who share our values of accountability, compassion, leading by example, respect, and service excellence to apply for this exciting opportunity.

The District of Sooke has a permanent employment opportunity for a Senior Planner. Reporting to the Manager of Community Planning. The Senior Planner leads complex development policy and regulatory projects such as, but not limited to, the creation of new or updates to existing policies and Bylaws such as Neighbourhood Plans, Official Community Plan ("OCP") and Zoning Bylaw amendments, Amenity Contribution Bylaw, and Housing Strategy. The incumbent implements the District's vision in preparing land use bylaws and makes recommendations to District Council and Committees while ensuring compliance with applicable legislation.

The Senior Planner is an advanced position intended for Planners looking to gain leadership training. This position requires a sound understanding of planning and community development, and must have the ability to think innovatively, to adjust to the political sensitivities, and have successful mentorship experience.

To be considered for this role, applicants should have the following qualifications:

- A Bachelor's Degree in Planning, or equivalent.
- Must be able to maintain full membership of the Canadian Institute of Planners ("CIP").
- Minimum seven (7) years of experience in policy and development planning including two (2) years of supervisory experience.
- A valid Class 5 BC Driver's Licence and a current Drivers Abstract.
- A satisfactory Police Information Check.

Additional consideration may be given to applicants with the following qualifications:

- Experience with MS Office Online, SharePoint Online, and Tempest.
- A combination of experience and education.
- Related experience in local government.

This is a CUPE Local 374 position. The 2025 rate for the Senior Planner is \$58.28/hour, plus an excellent benefit package. To view the full job description and to apply online, please visit the career page of our website at www.sooke.ca/employment.

Closing date for receipt of applications is 11:59 p.m. on Wednesday, August 13, 2025.

The District of Sooke thanks all applicants for their interest and advises that only those to be interviewed will be contacted.