



Senior Planner - Park & Urban Forestry

Competition Number:	26/140
Posting Scope:	Internal / External
Posted Date:	July 7, 2026
Closing Date:	July 21, 2026, 4:30 PM PST
Department:	Parks & Recreation
Work schedule:	Monday to Friday (35 hour work week) - Continuous (Full-Time)
Salary:	\$65.42 per hour, Pay Grade 19
Job Code:	4298
Employee Group:	This is a CUPE Local 50 position
Number of Vacancies:	1

Shape the future of Victoria's parks and open spaces. The City of Victoria is seeking an experienced and visionary Senior Planner - Parks to join our team of professionals and help lead the planning, policy development, and implementation of initiatives that enhance our parks, open spaces, and urban forest.

This is an opportunity for planning professional who is passionate about creating resilient, inclusive, and beautiful public spaces now and into the future.

Working across departments and with external partners, you will play a key role in advancing projects that influence how Victoria grows, connects, and thrives.

WORK FROM HOME

The successful candidate for this posting may be eligible for participation in a hybrid, work from home arrangement in alignment with the City's Work from Home Policy. Such arrangements are determined with each employee and subject to change based on operational needs and policy direction.

FLEX

The successful candidate for this vacancy would participate in a modified work week, earning a flex day off each bi-weekly period by working additional time each day. Modified work weeks established in accordance with the CUPE Local 50 Collective Agreement and are subject to change.

POSITION FUNCTION

The Senior Planner – Park & Urban Forestry position is responsible for providing expert planning support for urban park and urban forest policy development, implementation strategy, and contributing senior planning expertise to various divisional initiatives and programs.

KEY DUTIES

- Prepare, oversee, and lead the creation and execution of strategic documents, guidelines and plans related to park and open spaces including urban forestry and make recommendations for policy development.
- Provide expert planning support in the ongoing implementation and review of various management plans.
- Coordinate multi-disciplinary project teams for planning projects and liaise across City departments and with external stakeholders.
- Perform technical analysis including information collection, best practices review, data analysis, report preparation, summarize findings, and compile recommendations.
- Provide advice and recommendations through written reports and presentations to other departments, the City's Senior Leadership Team and Council on urban park and forest policies, regulations, programs, and initiatives.
- Respond to technical inquiries from other departments and the public by providing information and advice on park related policy, initiatives, and projects.
- Determine approach, coordinate, and implement public engagement processes and liaise with other levels of government, external agencies, and other City departments on assigned park planning matters.
- Manage project budgets and timelines and provide comprehensive progress updates.
- Collaborate with the Manager of Park & Urban Forest Planning on a variety of externally based park initiatives, involving interaction with municipal planning staff on development proposals, assessment of park, open space and greenways acquisition proposals, as well as engagement in site and project planning and

design initiatives.

- Perform related duties where qualified.

INDEPENDENCE

- Work is generated by Council priorities, department work plans, community issues or operational requirements and is assigned and discussed with Supervisor.
- Work is reviewed through discussions with supervisor and departmental meetings, reports and policy plans receive ongoing review.
- Issues related to work priorities, policies and project schedules are brought to supervisor's attention along with corresponding recommendations.

WORKING CONDITIONS

Physical Effort:

- Normal.

Mental Effort:

- Short periods of intense concentration while preparing reports and recommendations. (often)
- Meet multiple deadlines. (often)

Visual/Auditory Effort:

- Focus on a variety of source data and detailed drawings for short periods. (frequent)

Work Environment:

- Office
- May be required to work irregular hours on occasion, which may include attending Council Meetings, public engagements, and workshops with agencies or other municipalities.

KEY SKILLS AND ABILITIES

- Organize and prioritize work.
- Facilitate public consultation meetings and workshops.
- Establish and maintain effective working relationships.
- Represent the City and deal effectively with the public and outside agencies.
- Understand and apply the principles of park and urban planning, including urban forest planning.
- Read and interpret technical information, architectural drawings, and various legislation.
- Prepare reports and make presentations.
- Compose and present proposals and policies.

QUALIFICATIONS

Formal Education, Training and Occupational Certification:

- University undergraduate degree in Urban Planning, Park Planning, Urban Forest Planning, Landscape Architecture, or related field. (4 years)

- Eligibility for membership in the Canadian Institute of Planners preferred.

Experience:

- 6 years of related planning experience or an equivalent combination of education and experience.

OTHER:

- May be requested to substitute in a more senior position.

To apply for this opportunity, you will need to create an online profile or log back into our career portal at www.victoria.ca/jobs - only online submissions will be considered. All applications must be submitted online by 4:30 pm on the closing date noted on the posting. Please be prepared to provide proof of qualifications as outlined in your resume.

The City of Victoria is committed to integrating equity, diversity, inclusion, and accessibility into our programs, policies, spaces, and services. Our goal is to cultivate a diverse and inclusive workforce that reflects the community we serve and aim to become. Individuals who are Indigenous, racialized, immigrants, persons with disabilities, 2SLGBTQIA+, or facing any additional barriers are encouraged to apply. Accommodations will be available upon request throughout the application and selection process.

If you require assistance, please email us at careers@victoria.ca.