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**DISTRICT OF TOFINO**

**JOB POSTING – Temporary Full Time Position (External/Internal)**

**TITLE:** Planner 1

**DEPARTMENT:** Community Sustainability

**COMPETITION CLOSES:** Friday, April 23rd, 2021

**Position**:

The District of Tofino is seeking a qualified individual to fill a temporary full-time position as the Planner 1 in the Community Sustainability Department. This temporary position is being posted as a result of a paternity leave. The position will begin on **May 10th, 2021 and end on October 26nd, 2021.**

Reporting to the Manager of Community Sustainability, the Planner 1 is responsible for processing land use applications and permits, land use research, preparing land use bylaws, writing reports to Council, responding to inquiries from the public, attending Public Hearings, Council and Committee meetings, open houses and other public consultation events, and the monitoring and implementation of various programs, plans and municipal initiatives.

# Required Training, Education & Experience

* A degree in Planning or working towards a degree in a planning related discipline (i.e. Geography, Urban Studies, etc.);
* Proficient in the use of computers and Microsoft software:
* Must have a valid B.C. Drivers License.
* Actively working toward membership status in PIBC and CIP.

A detailed job description outlining duties and qualifications is available on the District’s website at [www.tofino.ca/employment-and-volunteer](http://www.tofino.ca/employment-and-volunteer).

**Hours of Work & Salary:**

This is a temporary position to cover a paternity leave and based on a 37.5 hour flexible work week that may include weekends and evenings and is subject to the terms of the Collective Agreement of the Canadian Union of Public Employees Local 118. The salary for this position is $34.04 per hour plus 14.8% in lieu of benefits. The successful candidate will complete a 60 working day probation period at 90% of the hourly wage.

**Application**:

Qualified applicants are invited to submit a cover letter and resume indicating the position applied for, in confidence, no later than **4:00 pm Friday, April 23rd, 2021** to Aaron Rodgers, Manager of Community Sustainability by:

Email: arodgers@tofino.ca

Mail: District of Tofino, PO Box 9, Tofino BC, V0R 2Z0

Hand: 121 Third Street, Tofino BC

The District thanks all applicants but only those selected for an interview will be contacted.