

Job Description

Senior Planner (full time – permanent)

Macaulay Shiomi Howson Ltd. is seeking a highly motivated individual to join our Aurora team.

Role and Responsibilities:

The successful candidate will work on a wide variety of land use planning projects of varying scale and complexity. You will report directly to the Partners in the Aurora and occasionally the Toronto offices.

Your key responsibilities include but are not limited to:

- Lead and manage consulting teams on complex projects
- Conduct and/or attend public presentations, community meetings and Council meetings
- Manage multiple projects concurrently
- Prepare planning justification reports and support documentation for development applications
- Provide expert testimony at OLT Hearings

Minimum Qualifications:

- Post-secondary education in Urban Planning, Geography or related field;
- Full Membership in OPPI/CIP
- Minimum 8 years of progressive experience working in the private planning sector (combined private/public sector work may be considered)
- Excellent written and verbal communication skills with emphasis on strong report writing ability;
- A critical thinker who is detail oriented
- Strong computer skills with Microsoft Office Suite
- Knowledge of relevant Ontario provincial legislation and policies
- Strong understanding of the development approval process in Ontario is required;
- Knowledge of regional and area municipal policies and regulations related to the planning process is an asset;
- A strong work ethic with an ability to work independently and as part of a team;
- Knowledge of AutoCAD, GIS and SketchUp or similar programs considered an asset;
- Valid “G” driver’s license in good standing; and,
- Access to a vehicle with valid registration and insurance is an asset.

Salary will be commensurate with qualifications and experience.

Candidates who meet the above qualifications are invited to submit their resume and cover letter to: mshmail@mshplan.ca. We thank all applicants for their interest but only those receiving an interview will be contacted. MSH is an equal opportunity employer committed to an inclusive and accessible recruitment process. If you are contacted about an employment opportunity, please advise if you require accommodation.

Information collected will be handled in accordance with the Municipal Freedom of Information and Protection of Privacy Act.

Deadline for applications is March 28, 2025