



SHAPING GREAT COMMUNITIES

Posting Date: July 8, 2024

Application Deadline: As soon as possible, no later than July 31, 2024

Starting Date: Upon availability of candidate, ideally as soon as possible.

Location: Kitchener Office

Role: Senior Planner and/or Planner

If you're a seasoned planning professional with a keen eye for detail, a knack for collaboration, and a commitment to creating vibrant, livable spaces, we want to hear from you! Join us in shaping great communities, one parcel at a time!

Who are we looking for:

GSP Group is currently seeking a full-time Senior Planner with at least 7 years of professional experience and/or a full-time Planner with at least 2 years of professional experience to join our Kitchener office. GSP Group is an employee-owned company that has been providing community planning, urban design and landscape architecture services from our offices in downtown Kitchener and Hamilton for close to 30 years. This is your opportunity to work among a creative and multi-disciplinary team of planners, urban designers and landscape architects on a variety of exciting projects for a range of both public and private sector clients across Southern Ontario, which demonstrate our passion for shaping great communities.

What we offer:

We have a dynamic team of energetic and passionate professionals who are committed to working together to create great places, and doing so in a collegial, engaging, and fun environment. We believe that every project we are a part of provides new opportunities and experiences to draw upon. We utilize this belief to promote the professional development and mentorship of staff to benefit both our overall team and our clients. We offer:

- competitive salaries, benefits and profit sharing;
- social events and work-life balance through our Social, Health & Wellness, and Sustainability Committees (Green Team);
- summer hours (half-day Fridays) from Victoria Day through to Labour Day;
- hybrid work model: work at least 2 days a week from our renovated open-studio office located in Kitchener's Innovation District.

PLANNING | URBAN DESIGN | LANDSCAPE ARCHITECTURE

72 Victoria St. S., Suite 201, Kitchener, ON, N2G 4Y9
162 Locke St. S., Suite 200, Hamilton, ON, L8P 4A9
gspgroup.ca

Responsibilities associated with this position:

As a senior planner and/or planner at GSP Group you will apply your knowledge of the planning process, critical thinking, effective communication skills and creativity to take on a range of challenging projects through teamwork and collaboration with other team members, by:

- Preparing proposals to outline the scope of services and creating work plans, schedules and budgets to meet the needs of potential clients and their specific project requirements;
- Providing support to Development Planning Managers and/or Policy & Municipal Planning Managers while mentoring and coaching intermediate and junior planners;
- Coordinating and managing a full range of planning applications including Official Plan and Zoning By-law Amendments, Draft Plans of Subdivision and Condominium, Site Plans, Severances and Minor Variances;
- Undertaking research, planning policy analysis, report writing, application preparation and submission and community engagement in support of development proposals and municipal planning services and projects;
- Contributing to long-range planning studies and land use plans such as official plans, secondary plans and comprehensive zoning by-laws and the provision of municipal planning services;
- Providing expert and/or planning opinion as part of OLT hearings, and preparing affidavits, witness statements and other material in support of OLT hearings;
- Coordinating the preparation of development concept plans, graphics and other visuals with our design team;
- Overall client and project team management, including GSP team members and consultants, and municipal staff through the planning approvals process;
- Making presentations to councils, committees, and community groups.

Qualifications required for this position:

Candidates applying for this position with GSP Group should have the following qualifications:

- Bachelor's or Master's degree in Urban Planning or related discipline, from an accredited university with knowledge of the planning process as well as the legislative and policy framework in Ontario;
- Senior Planner - A minimum of seven (7) years of relevant work experience, full membership in OPPI / CIP;

- Planner - A minimum of two (2) years of relevant work experience, full membership or eligibility for membership in OPPI / CIP;
- Excellent analytical, communication, organizational and time management skills with attention to detail and the ability to work on multiple projects, both as part of a team or independently, towards the preparation of project deliverables;
- Proficiency in Microsoft Office including Word, PowerPoint and Excel as well as online meeting applications such as Teams and Zoom.

A little more about our company:

Through our hybrid working model, we are excited to be back in our open-studio office, which is located within a historic post and beam building in Downtown Kitchener's Innovation District and within walking distance of parks, trails, shops and dining. As a growing and vibrant community in southern Ontario, Waterloo Region is a great place to be, with an integrated transit system, community programming and recreation opportunities, and a strong economy.

If this position with GSP Group sounds like an opportunity for you, we invite qualified applicants to apply by providing a cover letter and resume in PDF format in confidence to gsp@gspgroup.ca or to GSP Group Inc., 201-72 Victoria Street South, Kitchener, ON N2G 4Y9, Attn: Vice President, Planning and marked 'Senior Planner and/or Planner Position'.

We would like to hear from you as soon as possible and no later than July 31, 2024.

We thank all those who submit applications, however only those candidates selected for an interview will be contacted.