



SHAPING GREAT COMMUNITIES

Posting Date: March 4, 2022

Application Deadline: as soon as possible and no later than June 24, 2022

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

Location: Kitchener or Hamilton Office

Role: Planner

Who are we looking for:

GSP Group is currently seeking a full-time Planner with at least 3 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 over 26 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 public and private sector clients across Southern Ontario, which demonstrates our passion for shaping great communities.

Responsibilities associated with this position:

As a 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;
- Assisting Project Managers with a full range of planning applications including Official Plan and Zoning By-law Amendments, Draft Plans of Subdivision and Condominiums, 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;
- Coordinating the preparation of development concept plans, graphics and other visuals with our design team;

PLANNING | URBAN DESIGN | LANDSCAPE ARCHITECTURE

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gspgroup.ca

- Interacting with clients, other 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, and full membership, or eligibility for membership in OPPI / CIP;
- A minimum of three (3) years of relevant work experience with knowledge of the planning process and the legislative and policy framework in Ontario;
- 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;
- Be capable of carrying multiple projects or tasks at one time, with strong organizational and time management skills, and a keen attention to detail;
- 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:

GSP Group has 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 that 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 in order to benefit both our overall team and our clients. We are an employee-owned firm and offer competitive salaries and benefits, and promote work-life balance with our Social, Health and Wellness, and Sustainability Committees (our Green Team), as well as summer hours from July to September to help get a head-start on enjoying the warm weather and weekends.

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, Attn: Human Resources Manager, and marked 'Planner Position'.

We would like to hear from you as soon as possible and no later than June 24, 2022.

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