



MANAGER OF PLANNING SERVICES

The Corporation of Norfolk County is a single-tier municipality of 70,000 located on the North Shore of Lake Erie in Southwestern Ontario. Norfolk County offers abundant recreational and lifestyle opportunities.

Rural by nature, prosperous by design, Norfolk County is located one hour south of Toronto. It offers picturesque small-town rural living within easy reach of major urban centres including Hamilton, London, Kitchener-Waterloo, and Brantford. With wonderfully varied tourist attractions, a bountiful and proven agricultural tradition, and spectacular recreational activities, the exceptional quality of community and family life simply can't be beaten!

With a combined operational and capital budget of approximately \$300M and more than 700 permanent staff, the County is committed to meeting the needs of its residents and business community by delivering efficient and effective services.

Your Opportunity to Make a Difference

Are you passionate about urban planning, growth management, and creating vibrant, sustainable communities in both an urban and rural setting? Do you want to lead a dynamic team and make a lasting impact on the future of our County? This is your opportunity to bring bold ideas to life, influence long-term development, and leave a legacy. Norfolk County is looking for an innovative and strategic Manager, Development Planning to shape our community's future with vision, creativity, and leadership.

This isn't just any management role – this is a chance to help shape our County's future. As **Manager, Planning Services**, you will play a key leadership role in overseeing the work of both the County's Planning and Heritage functions. This will include crafting policies, driving major planning initiatives, and overseeing development review and approvals that will define how our County grows and evolves for decades to come. You'll be collaborating with stakeholders, engaging the public, and working closely with council to guide growth that's balanced, sustainable, and future-focused.

We're looking for a leader who thrives on innovation and is excited by the challenge of building communities that reflect the needs of our unique County and the aspirations of tomorrow.

Key Responsibilities

- Develop and implement planning strategies that balance growth with environmental sustainability, economic prosperity, and community well-being.
- Lead a high-impact team of planning professionals in the review of development applications, mentoring and empowering them to excel while fostering a culture of innovation and collaboration.
- Oversee key projects such as Official Plan reviews, the development of secondary plans, complex development applications, zoning by-laws, and the establishment of urban design standards.
- Engage with community members and interest-holders, facilitating public consultations and turning feedback into actionable policies.
- Monitor and forecast trends in urban development to position the municipality as a leader in progressive planning practices.
- Collaborate across departments to ensure alignment with economic development, transportation, infrastructure, and environmental strategies.
- Work closely with Council and senior leadership to provide expert advice, reports, and recommendations on major planning decisions and initiatives.

Ideal Experience

- **Leadership:** Exceptional leadership experience and abilities with a passion for planning, growth, urban design, and environmental sustainability coupled with a desire to leave an impact.
- **Planning:** Extensive experience (at least five years) in municipal planning, with a solid understanding of the planning framework, municipal development processes, the Ontario Land Tribunal, related policies, acts and legislation, ideally in Ontario.
- **Collaboration:** A collaborative mindset, with the ability to balance diverse perspectives and develop solutions that serve the public interest.
- **Project Management:** Strong project management skills, including leading complex planning initiatives and engaging with multi-stakeholder groups.
- **People Leadership:** Ability to coach, mentor, and inspire staff and service partners while maintaining a work environment that fosters teamwork, initiative, accountability, and innovation.
- **Customer Service:** Experience with modern day community focused and service minded processes and approaches related to departmental services.
- **Communication Skills:** Exceptional communication skills – you can turn complex planning concepts into accessible ideas and inspire action. This includes working with and providing strategic advice to a range of stakeholders including internal departments, Mayor and Council, government agencies, developers, and other external stakeholders.
- **Education:** a degree in Planning or related discipline; Registered Professional Planner (RPP)

What we Offer

- **Compensation and Benefits:** A competitive salary, plus a comprehensive benefits package and OMERS pension.
- **Work-Life Balance:** Enjoy a healthy work-life balance with flexible work arrangements.
- **Growth Opportunities:** Expand your leadership skills as you develop and mentor a talented team, with the chance to grow your career within a supportive and evolving municipality.
- **Influence and Impact:** You'll be at the forefront of major community-building initiatives, helping shape policies that will drive our community's future.
- **A Community That Cares:** Be part of a vibrant community with a strong sense of identity, engaged citizens, and a shared commitment to progress.

How to Apply

To explore this opportunity please apply via **email by April 21, 2025 or sooner to careers@waterhousesearch.net** quoting project **NORFOLK-MP**.

Should you wish to speak to our Executive Recruiter or to receive a detailed position description please contact Amy Oliveira at 416-214-9299 x4, amy@waterhousesearch.net or Jon Stungevicius at 416-214-9299 x1, jon@waterhousesearch.net.

Norfolk County and Waterhouse Executive Search strive to promote and demonstrate the values of Equity, Diversity, and Inclusion. We are committed to reflecting the diversity of the community we serve and encourage qualified candidates of all backgrounds and abilities to apply. Accommodation will be provided in all parts of the hiring process. Applicants need to make their needs known in advance.

We thank all applicants for their interest, however, only those selected for interviews will be contacted. Information collected will be handled in accordance with the Municipal Freedom of Information and Protection of Privacy Act.