



Competition #23/154
Internal/External Posting
Closing date: July 13, 2023

Urban Designer (Continuous)
Sustainable Planning and Community Development Department

POSITION FUNCTION

Provide professional planning and urban design services to support long range policy development.

KEY DUTIES

Support senior staff and project managers through preparation of urban design policies, guidelines and concepts to support City-wide and local area planning. Support and facilitate charrette processes, visioning and other types of public engagement events. Prepare urban design concepts, graphic information (both manual and computer-generated) to support policy development and public engagement processes including presentation materials.

Represent the department at various meetings including neighbourhood and professional groups and Committees of Council to make presentations and provide guidance and advice; act as an urban design consultant for Council and across City departments to integrate urban design considerations into City projects; liaise across City departments on design projects and issues.

Respond to enquiries by providing information, advice, direction and interpretation of planning and urban design legislation, policy, guidelines, procedures and requirements.

Coordinate, assign and review the work of consultants as required.

Perform related duties where qualified.

INDEPENDENCE

Work is generated by Council priorities, operational plans and/or assigned by supervisor. Work is reviewed through discussions with supervisor.

WORKING CONDITIONS

Physical Effort:

Normal.

Mental Effort:

Short periods of intense concentration while preparing reports, recommendations and design concepts. (often)

Meet multiple deadlines. (often)

Visual/Auditory Effort:

Focus on a variety of source data and detailed drawings for short periods while sketching, creating computer graphics or preparing reports. (frequent)

Work Environment:

Office.

Required to work irregular hours. (premium item)

KEY SKILLS AND ABILITIES

Organize and prioritize work.

Understand and apply the principles of urban planning.

Compose and present proposals and policies.
Read and interpret technical information, architectural drawings and legislation.
Establish and maintain effective working relationships.
Deal with the public in a courteous and tactful manner.

QUALIFICATIONS

Formal Education, Training and Occupational Certification:

University undergraduate degree in Urban Planning, Architecture, Landscape Architecture or Urban Design (4 years)

Eligible for membership in the Canadian Institute of Planners.

Experience:

4 years of related experience

or an equivalent combination of education and experience.

OTHER:

May be requested to substitute in a more senior position.

Work schedule: Monday - Friday, 35 hour work week

\$54.02 per hour, Pay Grade 17

Job Code #4387

This is a CUPE Local 50 Position

To apply for this opportunity you will need to create an online profile or log back in to our career portal at www.victoria.ca/jobs - only online submission will be considered. All applications must be submitted online by 4:30 pm on the closing date noted on the posting. Please be prepared to provide proof of qualifications and supporting materials as outlined in your resume.

At the City of Victoria, we are committed to recruiting a diverse workforce that represents the community we serve. Indigenous applicants, people of colour, all genders, LGBT2Q+ and persons with disabilities are encouraged to apply. Accommodations will be provided upon request during the selection process.

If you require assistance, please email us at careers@victoria.ca.