



## Director of Planning & Development Services

The Town of Osoyoos (Town) seeks an experienced planner with management experience to join our senior management team as the Director of Planning and Development (Director). Located in the southernmost area of the Okanagan Valley, the Town has a growing population of 5,556 (2021 census). The Town of Osoyoos is a resort municipality renowned for its water-based activities, orchards, vineyards, and golf courses, as well as its varied landscape, including deserts, mountains, and valleys. Outdoor recreational opportunities throughout the area include alpine and cross-country skiing and endless walking and recreation vehicle trails that our residents enjoy all year. Visit the [Destination Osoyoos](#) website to see what we can offer!

The Director plays a key leadership role in the Town. Reporting to the Chief Administrative Officer and working closely with other senior managers, this position leads the planning, development, and building functions to achieve the overall vision of the Town. The Director also takes on projects related to community development and planning. The successful candidate will possess proven leadership in a local government environment; superior communication skills; thorough knowledge of the principles, practices, and methods required in the zoning and planning bylaws; extensive knowledge of community development and planning programs; working knowledge of building inspection processes; project management and excellent organizational skills. They will also be able to work with elected officials, clearly, present written and verbal information, manage conflict, perform multiple duties simultaneously within deadlines, and develop effective working relationships with employees, developers, Council, and the general public.

In addition, the ideal candidate will possess:

- A minimum of a Bachelor's Degree in Planning or a related field, preferably at the graduate level;
- A minimum of five years of progressively responsible management experience, including some related aspect of planning, budget control, HR management, and communication skills;
- Ability to organize personnel and provide leadership in the achievement of goals and objectives;
- A member in good standing of the Canadian Institute of Planning;
- Strong report writing and presentation skills;
- Demonstrated computer skills in Microsoft Office Suite (Outlook, Word, and Excel) and relevant GIS applications;
- Valid B.C. Driver's License.

This executive position offers a competitive salary and benefits package. For more information on the Town, visit <http://www.osoyoos.ca>. Qualified candidates interested in this exciting career opportunity are invited to submit a detailed resume and include salary expectations via email to the undersigned by **4:00 pm on Friday, November 3, 2023**, with "Director of Planning and Development Services" recruitment referenced in the subject line of the email. Consideration may be given to those interested in the position that do not have all the qualifications for a development opportunity.

Town of Osoyoos  
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Email: [careers@osoyoos.ca](mailto:careers@osoyoos.ca)

*We thank all applicants for their interest, however, only those candidates selected for further consideration will be contacted.*