

# MANAGER OF DEVELOPMENT PLANNING TORONTO OFFICE

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## Your New Company

As one of Ontario's largest dedicated Planning and Design firms, with offices in Ottawa, Kingston and Toronto, Fotenn is passionate about creating places where people want to be. Established in 1992, Fotenn consists of a progressive and dynamic team of more than 30 professionals engaged in projects across the country. Our practice is centred on the seamless integration of planning, urban design and landscape architecture rooted in a deep appreciation for communities, public interest and people-focused places.

## Your New Role

Fotenn has an immediate opening for a Manager of Development Planning in its Toronto Office. This role is ideal for an existing Manager, or for a Senior Planner looking to take on more of a managerial role within a quickly growing office. The successful candidate will lead the growth of the firm's development portfolio across the GTA through identifying, arranging and participating in ongoing networking and business development activities. The successful candidate will manage strategic and high-profile development applications, including Official Plan Amendments, Zoning Bylaw Amendments, Site Plan Applications, and Plans of Subdivision, and will act as a mentor to junior and intermediate level planners. As part of an integrated team of planners, urban designers and landscape architects, the successful candidate will work closely with staff across offices and disciplines.

## Qualifications

- / Undergraduate and/or Master's level degree in urban planning
- / Minimum of 8 to 10 years of experience
- / Full CIP/OPPI membership
- / In-depth knowledge of planning policies and processes across the Greater Toronto Area
- / Experience processing planning applications within the Greater Toronto Area (experience in the City of Toronto is an asset)
- / Experience presenting before Council, Committee of Adjustment, the Ontario Municipal Board, and/or LPAT
- / Robust professional network of clients and industry partners
- / Experience identifying, arranging and attending business development activities with potential clients
- / Experience communicating with municipal departments and review agencies
- / Strong organization, coordination, and communication skills
- / Excellent critical thinking and problem-solving skills
- / Excellent English written and oral communication skills
- / Strong Microsoft Office skills
- / A valid driver's license

## Key Responsibilities

- / Manage complicated and/or high-profile development applications, including Official Plan and Zoning By-law Amendments, site plan control, minor variances and consent applications, plans of subdivisions, and other permit applications
- / Oversee and advise on a range of development applications managed by senior and intermediate level planners; identify and resolve ongoing issues
- / Mentor junior and intermediate level planners
- / Identify, arrange and attend ongoing business development activities
- / Develop work plans for a range of Development Applications and planning related activities
- / Present to clients, stakeholders, community associations, municipal committees and councils

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Fotenn offers competitive salaries, health benefits and a progressive work environment. Salary will be commensurate with experience and qualifications. Please visit our website, [www.fotenn.com](http://www.fotenn.com), to learn more about our firm.

Please submit your cover letter and resume via email to:

**Carly Virtue, Manager of Finance**  
virtue@fotenn.com

Please note that only those who are invited for an interview will be contacted.