

THE HAMLET OF GJOA HAVEN IS RECRUITING A Planning and Lands Officer

With up to 117 new housing units being built in Gjoa Haven by 2030, and a recent \$1.85M grant from the CMHC to assist in supporting the development of roads, playgrounds, and other needed infrastructure to support our growing community, the Hamlet is seeking a motivated and experienced administrator to fill this role.

Duties include:

- Supporting community members and businesses in processing land lease and land development permits
- Researching opportunities and options for land development and making recommendations to the Committee of Council for Planning and Lands
- Maintaining records of land lease agreements, development permits and other documentation
- Maintaining land use plans, bylaws, amendments, policies and procedures, and making recommendations for their review from time to time
- Read, interpret and develop zoning maps
- Facilitation of community land development planning
- Project management for initiatives related to land development (overseeing plans for playground development, road development, creation of footpaths or bridges)

The wages for this position are dependent on skills, training, and experience and range from \$34.31 per hour to \$41.74 per hour. The position is eligible for Northern Settlement Allowance and other Hamlet benefits.

This position will be open until filled

Please send your resume to HR@gjoahaven.ca
A detailed job description is available from HR at this address.

We thank all applicants in advance, however, only those selected for an interview will be contacted.