



NOTICE: Effective January 15th the OPS will be posting new job advertisements on the eCareers website daily. New job advertisements will be posted throughout the week, Monday through Friday. Please check the site regularly to see new opportunities available within the OPS.

Please note that the **job alert** function is temporarily unavailable. We are working on correcting the issue, but in the meantime, please check the website regularly for updated job posting details. We will post an updated message on the site when the job alert function is functional again.

Job Specification

Position Title: Senior Park Planner
Job Code: OPSEU - Parks Planner 3, 14164
Job ID: 13746

Purpose of Position:

To provide strategic advice, recommendations and interpretation of parks and protected areas legislation and policy to the Zone Manager and the Management team and to oversee, coordinate and provide leadership for related provincial park planning and management initiatives and documents within the Zone. Provide leadership, advice and assistance to Zone planning, GIS and intern staff. Provide strategic advice, leadership and liaison with district, regional and provincial level staff in parks and protected areas and related programs. Support the development, interpretation and transfer of policy related to parks and protected areas to staff, other Government officials, NGOs and publics.

Duties/Responsibilities:

1. Provides direction and leadership for integrated and ecologically sound planning for parks and associated acquired lands by:

- providing strategic advice on harmonizing protected areas planning processes with other related processes involving land use planning and amendments, provincial and federal environmental assessments, etc.;
- identifying emerging or potential parks and protected area issues in the Zone and preparing related briefing materials and presentations, including input to communication plans and issue management strategies/plans;
- analyzing and presenting risk of proposed actions or policies and proposing options for resolution;
- supporting, facilitating and maintaining a long term Planning Strategy for the Zone and facilitating the timely completion and approval of planning documents for parks;
- reviewing all park and protected area planning documents and ensuring the review of documents by other program areas, divisions, legal services and others as appropriate;
- providing advice and input to planning documents to ensure proposed direction is consistent with the Provincial Parks and Conservation Reserves Act and regulations, existing policy for parks and protected areas, and other MNR program policies;
- providing park management, planning and policy advice, interpretation and expertise to staff within the Zone, and to staff at the districts and regional offices and in other programs when involved with protected areas;
- advising and providing input to processes used for both park, protected areas and land use planning and other resource management planning to ensure parks and protected areas program goals and objectives are met;
- liaising and building relationships with staff across MNR at field, regional and provincial levels;
- liaising and building relationships with contacts from federal, municipal and other provincial agencies and relevant NGOs to foster an effective exchange and communication of matters related to park and protected areas planning;
- representing the Zone and providing advice on specific projects and initiatives e.g. development of new planning manual that increase effectiveness and efficiency of protected area planning;
- initiating, organizing and carrying out training for Zone staff and others related to planning, management and E.A. obligations for parks;
- providing advice and expertise related to planning for parks to other resource managers by participating on interdisciplinary committees and inputting on implications of initiatives to the parks and protected areas program.
- Preparing senior management and ministerial briefing material for complex and contentious planning and management initiatives.

2. Provides direction and leadership in developing, interpreting and transferring policy by:

- Supporting or leading, as may be assigned, the development of new parks and protected area policy;
- identifying significant existing and future policy gaps and issues;
- interpreting policy for zone, district, regional and other staff;
- developing and maintaining a network of other provincial, municipal and federal contacts and NGOs to ensure an effective communication and exchange of related policies and initiatives.
- ensuring new policy initiatives are promptly communicated and transferred internally and externally as required.

3. As a member of an integrated, multi-disciplinary team, provides support to the protected areas programs by:

- attending and presenting at resource planning conferences and seminars;
- facilitating protected area input into land use planning;
- other duties as assigned.

Note: The incumbent shall, while in the workplace, conduct him/herself in compliance with the Occupational Health and Safety Act, any workplace practices as directed by their immediate supervisor and in accordance with internal responsibility system (IRSD) as outlined in the Occupational Health and Safety Act.

Knowledge:

A thorough knowledge of the theory, methodology and practices related to the field of planning and resource management particularly as it relates to Ontario Provincial Park Planning and Management, Environmental Assessment and Environmental Bill of Rights obligations
Thorough and extensive understanding of the MNR planning system and the inter-relationships among strategic planning, land use and resource management planning.
Knowledge of policy development processes.
Working knowledge of MNR legislation, policies and procedures and MNRs management system.
A thorough knowledge of management planning and project management processes.
Knowledge of worker responsibilities as outlined in the Occupational Health and Safety Act.

Staffing and Licensing Requirements:

Valid Ontario Class G Drivers Licence to travel throughout the park zone.

Skills:

Ability to communicate (orally and in writing) with diverse audiences on a range of subject matter from the technical to the conceptual.
Ability to develop and lead planning projects including defining goals, objectives, deliverables, products, timelines and reporting on accomplishments
Leadership capabilities in a group setting with both staff, other agency representatives, NGOs and public.
Ability to take initiative, work with guidance, on complex issues and build a consensus on objectives, options and proposed resolution.
Ability to clearly identify key problems, analyze and assess risk and provide recommendations on possible options to resolve complex issues.
Ability to consult, negotiate and resolve conflict with tact and diplomacy to come to a decision on park and protected area related policy and planning issues; to interpret and clarify policy direction; and negotiates and persuades parties with divergent points of view to reach consensus on complicated and sensitive issues.

Freedom of Action:

The incumbent will manage their own workflow based on consultation with Zone Manager and in accordance with priorities and required timelines.
Job requires working within legislation, regulations, policies and procedures governing park and protected areas planning, resource management, and environmental assessment (e.g. Provincial Parks and Conservation Reserves Act, Environmental Assessment Act, Provincial Policy Statements, Environmental Bill of Rights, Freedom of Information and Protection of Privacy Act, Crown Forest Sustainability Act, Public Lands Act, Fish and Wildlife Conservation Act and recognized Ontario Parks planning guidelines, policies, and procedures.
Job requires determining strategies to achieve consensus among stakeholders (e.g. other ministries, municipalities, special interest groups and private sector proponents) when conducting protected area planning projects, policy reviews, environmental assessments, and resource management strategies.
Job requires discussing recommendations resulting from projects or input to plans of others, with Zone Manager before circulating to senior managers or external stakeholders.
Job requires referring to the Zone Manager, decisions on problems and issues between Ministries, and/or external clients (e.g. municipality, land or resource use proponent) which may result in appeals to the Minister of the Environment or issues which may potentially involve the Minister of Natural Resources.