



ERA Architects Inc.
#600-625 Church St
Toronto ON, M4Y 2G1

PLANNER - TORONTO

ERA is seeking a planner to join our Toronto team. With a strong background in land use and/or development planning and a keen interest in cultural heritage, you will support ERA's planning team through project coordination, policy and regulatory analysis, research, report writing, and collaborative problem-solving.

You are an energetic, motivated, and self-disciplined individual who also has the capacity to work collaboratively within small and large teams to support project work of various scales. You are an organized individual capable of dealing with complex project requirements in a fast-paced work environment. You are comfortable working with multiple stakeholder groups and balancing competing interests and have the ability to coordinate and prioritize many tasks at once while producing high quality work.

Key Responsibilities:

- Research, coordinate, and produce information to support project work, including historical research, analysis, and written descriptions of buildings and sites.
- Contribute research, writing, and analysis to key product documents, including Cultural Heritage Evaluation Reports, Heritage Impact Assessments, Conservation Plans, development applications, options analyses, and risk assessments.
- Develop and maintain knowledge of land use planning, heritage conservation best practices, relevant policy and legislation.

Core Competencies:

- Excellent research skills including experience with archival and primary source research;
- Excellent writing skills, attention to detail, and an ability to adapt writing style to suit different audiences and project requirements;
- Excellent verbal communication and interpersonal skills;
- Familiarity with Federal, Provincial, and Municipal heritage policy and legislative frameworks, including the Ontario Planning Act, Ontario Heritage Act, Provincial Policy Statement 2014, and the Standards & Guidelines for the Conservation of Historic Places in Canada an asset;
- Competency with InDesign and other Adobe Creative Suite software an asset;
- CAHP, RPP, MCIP preferred.

Education and Experience:

An Undergraduate or Master's degree in Urban Planning or a related field with 2+ years of work experience.

Please send your CV and include with it a writing sample (not professionally edited) to emmac@eraarch.ca by January 28th, 2019.

ERA does not discriminate against applicants or employees because of their race, creed, color, age, religion, gender, disability, sexual orientation, marital status, military status, national origin or ancestry. ERA is committed to fostering an inclusive and equitable workplace where all employees and partners feel valued, respected and supported. ERA is committed to working with and providing reasonable accommodation to applicants with disabilities.

We thank all applicants for their interest; however only those selected for an interview will be contacted. No agency referrals will be considered.