



DISTRICT OF SAANICH  
PARKS, RECREATION AND COMMUNITY SERVICES  
PARKS

## **PARKS DEVELOPMENT REVIEW COORDINATOR Permanent Full Time Position**

Do you have a passion for trees? The Parks Division is seeking an experienced Development Review Coordinator to help Saanich deliver its goals and objectives, specifically as they relate to trees and development. This position reviews development applications to ensure they comply with the Urban Forest Strategy and the Tree Protection Bylaw. The ideal candidate is service oriented, can problem solve, has good judgement, can analyze complex information and possesses strong communication skills. They have experience applying development techniques that mitigate tree impacts and produce excellent results, both in quality and quantity. This position is key to facilitating development while protecting and enhancing the urban forest. They work well both independently and part of larger team.

Requirements include: a university degree in urban forestry, forestry, environmental studies, natural resource management, biological sciences, planning, geography or other related field; course in investigation and/or related bylaw enforcement; four years of experience in administering bylaws, regulations, or legislation, preferably in a municipal setting and/or related to trees; certificate from the International Society of Arboriculture (ISA) as a Certified Arborist, ISA Tree Risk Assessor Qualification, a valid Class 5 B.C. Driver's Licence. The successful candidate will have strong computer skills and working knowledge of standardized corporate software packages, and knowledge and experience using development techniques that mitigate tree impacts. Candidates with an equivalent combination of experience and/or education may be considered.

The successful candidate will work Monday-Friday 8:00 a.m. - 4:30 pm. (40 hours a week).

**This is a C.U.P.E. Local 2011 position with a wage of \$49.03 per hour and an excellent benefits package.** Job description and competition information can be found at [www.saanich.ca](http://www.saanich.ca). **Please apply by 11:45 p.m. on Monday, April 24, 2023 quoting competition 23113 to:** Human Resources, District of Saanich, 770 Vernon Avenue, Victoria, BC, V8X 2W7. As a component of the selection process, testing will be conducted. Only those under consideration will be contacted.

**The District of Saanich is recognized as one of BC's Top Employers for 2023.** As an equitable and inclusive employer, we value diversity of people to best represent the community we serve and provide excellent services to our citizens. We strive to attract and retain passionate and talented individuals of all backgrounds, demographics, and life experiences. If you require any adjustments to enable participation at any stage of the recruitment process, please contact in confidence [accessibilityHR@saanich.ca](mailto:accessibilityHR@saanich.ca). We thank all applicants for applying.