



It's About People . . . And Possibilities

The Regional Municipality of York consists of a dynamic blend of rural and urban communities. The nine local municipalities provide a mix of small-town and city living with an emphasis on fostering community character. As one of the Greater Toronto's Top 75 Employers (2009), York Region offers diverse and vibrant career opportunities that reflect the ideals, spirit and quality of life of a much sought-after and growing metropolis.

HOUSING DEVELOPMENT SPECIALIST #ONPHA10559

COMMUNITY AND HEALTH SERVICES DEPARTMENT

HOUSING AND LONG TERM CARE BRANCH

Location: Newmarket, ON

Temporary Full-Time, Salary \$36.44 - \$39.61 per hour

Reporting to the Manager, Development Services, is responsible for providing a full range of planning and capital project management activities to support the Branch, including research and analysis; preparing project reports and planning functions related to the objectives and responsibilities of the Branch; implementing large scale affordable housing developments on behalf of Housing York Inc. (HYI); co-ordinating the Department's Emergency Medical Services (EMS) and Long Term Care (LTC) facilities projects with the Region's Property Services Branch; and assisting in the homelessness program initiatives.

QUALIFICATIONS

- Successful completion of a University Degree in Urban Planning/Design, Environmental Studies, Economics or related discipline or approved equivalent combination of education and experience.
- Minimum five (5) years experience working in developing buildings and facilities with responsibilities for project management, program development and analysis, and program evaluation.
- Demonstrated knowledge and experience of housing development and construction process/procedures.
- Fundamental knowledge of applicable legislation, regulations and policies relevant to the Housing Services field.
- Valid Ontario Class "G" driver's licence and reliable vehicle to use on corporate business.
- Knowledge of and demonstrated ability in corporate core competencies including customer service, communication, team work, initiative/self management and accountability, and flexibility/adaptability.
- Demonstrated research skills, including information gathering and analysis.
- Computer literacy utilizing MS Office software applications and proficiency in project management software, word processing, spread sheets and presentation software.
- Demonstrated effective presentation skills to diverse audiences.
- Ability to analyze issues and make appropriate recommendations.
- Ability to work outside normal business hours, if required.

Please apply on-line at www.york.ca by 4:30 pm on **August 11, 2010 quoting competition #ONPHA10559**. We thank all candidates for their interest, however, only those selected for an interview will be contacted. For additional information on York Region, please visit the above-mentioned website.