

Community Consultant

Courtenay, BC

About the Opportunity

Our thriving Courtenay office is looking to add a talented and enthusiastic Community Consultant that is early in their career and looking to expand their knowledge and contribute their diverse research, analysis, and strategic thinking skills to support our team.

We provide professional services to clients who are dealing with the interconnections between governance, policy, finance, community design, land use, mobility, and infrastructure. As more and more of our clients seek innovative ideas, we strive to provide customized solutions based on an integrated perspective of these fields.

As a member of our team, you will benefit from the support of an experienced team of planners, engineers, and other professionals while working on exciting and challenging projects with local communities in and around Vancouver Island.

Do you see yourself excited to contribute to...

- Project research, analysis, financial modelling, and report writing that will help to distill important information to a wide variety of audiences.
- Assisting with the preparation of planning documents and preparing presentations for public meetings
- Providing interpretation of legislation, regulations, and policies
- Analyzing and interpreting a variety of qualitative and quantitative data around markets, policy plans, and the economy
- Working alongside our clients to understand their unique challenges, collaboratively exploring solutions, and developing thoughtful and meaningful implementation strategies.
- Participating in discussions with clients about project scope, schedule, and budget
- Supporting communication and engagement with various stakeholders
- Developing trusting relationships and partnerships and empowered teams committed to a culture built on trust.

About You

This opportunity is well suited for those who demonstrate a commitment to continuous growth and have up to 3 years of experience. We will consider various educational backgrounds and disciplines with relevant skills including but not limited to urban planning, community development, engineering, planning, public policy, business administration and economics. The following attributes, skills and experience will help you thrive:

- A strong understanding of infrastructure and land use planning, including policy development, implementation, and the regulatory approval process

- A service-oriented mindset with a passion for serving urban, rural, and indigenous communities on Vancouver Island and throughout Western Canada
- A self-starter who is opportunity-seeking and looking to expand and/or grow entrepreneurial traits and behaviours
- Willingness and desire to work in a variety of practices areas for a variety of clients
- Excellent communication skills with demonstrated proficiency in writing, verbal, and visual communication
- Strong organizational capabilities, demonstrating project management skills and the ability to work simultaneously on multiple projects with variable teams and competing deadlines
- A demonstrated aptitude for research and the ability to efficiently and quickly translate complicated concepts into materials and deliverables for various audiences
- An ability to make connections with colleagues and industry partners, demonstrating curiosity for processes, opportunities, and personal development
- Ability to speak publicly and strong presentation skills delivered to council and/or planning commission
- A belief in the value of teamwork and demonstrated ability to collaborate, learn, and think creatively when working with a range of perspectives
- You hold a valid class 5 driver's license and can travel to project sites within British Columbia

About Us

Urban Systems is an employee-owned interdisciplinary community consulting firm with deep Canadian roots. We are united in our mission to transform communities everywhere into vibrant places where people want to live today, tomorrow, and forever.

At Urban Systems, vibrant communities are everything—including our own work community. Since 1975, we have grown to more than 600 people with 18 offices across Canada. Every day, our purpose-driven team works closely with our clients and their communities to deliver impactful work. We are proud to work with diverse clients, including Indigenous communities, all levels of government, commercial and residential land developers, and the natural resource sector.

We care for our communities and for our people. It's our differences that make us exciting, and our shared belief in Urban Systems that binds us together. We're searching for the creative and passionate and the curious and courageous to join us in creating meaningful and generational change in communities.

Our Commitment to You

Are you looking for opportunities to lead challenging initiatives in your community? Join a diverse and supportive group of professionals at Urban Systems and take part in impactful

work building vibrant communities across Canada. Here's what you can expect as a team member at Urban Systems:

- **Competitive Compensation.** Your skills and contributions are valued. You'll receive competitive compensation, extended health, dental, vision care coverage, and more!
- **Paid Time Off.** We encourage all team members to take time off to recharge and spend time with loved ones. Enjoy 3 weeks of paid vacation to start, in addition to statutory days off throughout the year.
- **Learn and Grow.** Your professional growth & development is supported here. You are encouraged to take initiative and shape your career through coaching, in-house learning, technical courses, and more.
- **Work with Inter-Disciplinary Teams.** Amazing things happen when you mix creativity, curiosity, teamwork, and a strong desire to collaborate and innovate. You will be part of diverse, inter-disciplinary teams to deliver important work for our clients and their communities.
- **Flexible Hours & Work Environment.** You have a life outside of work. We offer flexibility in your work schedule and work environment to help you do your best work and meet your commitments.
- **Saving for the Future.** To help you achieve your long-term retirement goals, we offer a Long-Term Matching Program that matches your contributions to an RRSP or TFSA.
- **Support through Transitions.** You will be supported through life's moments and transitions, big or small, including a generous top-up for parental leave.
- **Create Lasting Community Impact.** 97% of Urban Systems employees believe that the work we do is important. Join a team of like-minded leaders and work together to bring impactful community projects to life!

How to Apply

If this describes your background, skills, and attributes, please visit our website for more information and submit your resume and cover letter. If it doesn't describe you exactly, but you feel you are well suited to this opportunity, we encourage you to apply.

Urban Systems is an equal opportunity employer. We strive to create an inclusive culture for all employees. Our clients come from all walks of life, and so do our team members. We believe that diversity and unity amongst our teams lead to building vibrant communities.

Deadline for applications: **Wednesday, April 19, 2023, at 9:00 am PST**