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**Job Title: Planner I**  
**Employment Status: Permanent Full-Time**  
**Reference Code: 4118**  
**Closing Date: February 6, 2026**  
**Location: Midhurst, Ontario**

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Less than a hour north of Toronto, Simcoe County is located in the central portion of Southern Ontario, stretching from the beautiful shores of Lake Simcoe and Lake Couchiching in the east, to the banks of Georgian Bay in the west. The County of Simcoe is a diverse region with a mix of urban and rural municipalities, including fast growing urban settlements, rich environmental areas, and a prosperous agricultural sector. More than 350,000 residents call Simcoe County home and this unique area provides exceptional quality of life and year round access to recreational activities, including cycling, skiing, golfing, boating, paddling and trails. Our neighbourhoods are family friendly, safe and affordable – offering big city amenities in a peaceful setting.

At the County of Simcoe, we value work-life balance and employees of the Planning Department enjoy a number of benefits including hybrid work environment, competitive salaries, employer paid health and dental benefits, employee assistance program, OMERS pension plan, and professional development opportunities for career growth. Come join our team and see the Simcoe County difference!

## Position Summary

Working within the Planning Department of the Engineering Planning and Environmental Division, the Planner I provides intake review and analysis of various Planning Act applications and supports policy-based projects, at the direction of the Manager of Planning. This position will be responsible for maintaining planning information systems including intake of applications, entry of planning data, updating, extraction and reporting, as well as report preparation. Work related to research and review of land use planning, development trends, and/or policy issues to support the departmental initiatives will also be involved. As assigned, this position may undertake field examinations, map and literature research, and assist in preparing reports or memoranda recommending courses of action. The Planner I will respond to planning enquiries from the general public. Accordingly, the Planner I must have knowledge of planning issues in the County, understanding of the Planning Act, and have strong oral and written communication skills.

## Position Requirements

- One (1) to two (2) years experience in related field is preferred.
- A bachelor's degree in urban and regional planning.
- Eligible for membership in the Ontario Professional Planners Institute (Full or Candidate).

- Experience utilizing current GIS tools (ESRI ArcGIS) and experience maintaining informational products and detailed databases would be an asset.
- Ability to organize workload for self to coordinate the intake and review of planning applications and related matters within specific time deadlines.
- Knowledge of basic principles of land use planning in Ontario.
- Ability to work with multiple interruptions in a busy office environment.

## **Compensation**

\$32.08 - \$37.74 per hour as per Collective Agreement CUPE 5820

## **To Apply**

View the job description in its entirety and submit your application online our [website](#).