



BOUSFIELDS INC.

Position Title: Urban Designer
Location: Toronto or Hamilton Office
Department: Urban Design
Close Date: *Open until filled*

Bousfields Inc. is a pre-eminent community planning firm in Ontario with special expertise in urban design, planning policy, community design, development approvals, community consultation and project management. With offices located in downtown Toronto and Hamilton, we have an immediate opening for an **Urban Designer** in our Toronto office to support our growing team.

As a member of the Urban Design team, the **Urban Designer** will play a key role on the team, contributing planning advice to urban design studies, reports, master plans, block plans, massing studies and built form analyses, including both graphic and written components. This position requires one to four years prior experience in Urban Design in a professional services or consulting firm and the ability to adapt to a creative and fast-paced environment. The successful candidate will work in a collaborative environment that offers the opportunity to be involved in a range of challenging and professionally rewarding projects primarily across the Greater Toronto Area.

This position will be a hybrid working role with some requirement to be in the office.

Position Responsibilities

- Assist in the preparation of urban design studies, reports, master plans, block plans, massing studies and built form analyses, including both graphic and written components.
- Carry out research into planning and urban design policy and site history.
- Assist in the preparation and submission of development applications.
- Assist with the preparation of materials for OLT, TLAB and other tribunals.
- Collaborate with clients, consultants, government agencies, and other experts.
- Carry out site visits, taking notes, and photography as required.
- Discover and mastering new tools and visualization techniques.
- Provide exceptional service to clients in a timely and efficient manner.

Qualifications

- One to four of years of progressively responsible, relevant experience in urban design or community planning.
- Degree in Architecture, Landscape Architecture, Urban Design or Planning (with a focus on Urban Design) from an accredited university or college.
- Proficiency in software programs, AutoCAD, Sketchup and Adobe Suite (InDesign, Illustrator and Photoshop specifically) is mandatory; Knowledge of Rhino is an asset.
- Demonstrated ability to communicate through the preparation of clear, logical, and concise reports and letters.
- Good analytical, research, and interpretive skills, with the ability to work independently in identifying and interpreting research findings and reaching practical conclusions.

- Strong verbal, written, and presentation skills and expert graphic communication skills using a variety of media.
- Creative problem-solving and solution-finding skills to approach urban design challenges.
- Self-motivated individual with organizational skills, and the ability to manage time effectively, often working on multiple projects simultaneously with firm deadlines.
- Membership (or eligible for membership) in professional associations such as the Ontario Association of Architects, Ontario Association of Landscape Architects, or Ontario Professional Planners Institute.

If you are interested in this position, please submit your cover letter, resume, and portfolio to careers@bousfields.ca. All candidates are requested to submit a portfolio (maximum size 20 MB) or provide digital access to the portfolio as part of the application. Only candidates that provide a portfolio will be considered.

Bousfields is an equal opportunity employer which values diversity in the workplace. We are happy to accommodate any individual needs in keeping with the Ontario Human Rights Code and the Accessibility for Ontarians with Disabilities Act. If you require an accommodation in order to participate in the hiring process, please contact us to make your needs known in advance.