

Position Title: Urban Designer

Department: Urban Design

Location: Toronto Office

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 experienced Urban Designer in our Toronto office to support our growing team.

Position Summary

As a member of the Urban Design team, the **Urban Designer** will have one (1) to four (4) years of prior experience, and be willing to work in a hybrid model, at least two (2) days a week in our office. This position will play a key role on the team, contributing urban design advice (written and graphic) to studies, reports, master plans, block plans, massing studies and built form analyses. The successful candidate will work in an engaging, collaborative, professional services environment that offers the opportunity to be involved in a range of challenging and professionally rewarding projects primarily across the Greater Toronto Area.

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 (1) to four (4) 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.



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- Proficiency in software programs, AutoCad, Sketchup and Adobe Suite (InDesign, Illustrator and Photoshop specifically) is required; Knowledge of Rhino is an asset.
- 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.

If you are interested in this position, please submit your cover letter, resume, and PDF portfolio to careers@bousfields.ca. Only candidates that provide a PDF portfolio will be considered. (Maximum PDF file size 20MB required). We thank all applicants for their interest, however only those candidates selected for interviews will be contacted.

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.