



Position: Summer Intern, Planning & Design
Term: Contract from May 2023 to August 2023
Location: Toronto, Ontario, Canada
Reporting to: Senior Urban Design Manager

Waterfront Toronto was established by the Government of Canada, the Province of Ontario and the City of Toronto in 2001 to oversee and lead the renewal of the city's waterfront. Our mandate is to deliver a revitalized waterfront that brings together the most innovative approaches to sustainable urban development, excellence in urban design, real estate development, and leading technology infrastructure. Working with the community, and with public and private-sector partners, Waterfront Toronto creates neighbourhoods anchored by parks and public spaces, and diverse, sustainable, mixed-use communities that offer a high quality of life for residents, employees, and visitors alike. We are transforming the waterfront for the use and enjoyment of the people of Toronto, Ontario and Canada, to foster economic growth and to redefine how the city, province and country are perceived by the world.

The Opportunity: Summer Intern, Planning & Design

The Toronto waterfront has become an internationally recognized locus of excellence for public parks and streetscapes, intentionally designed to address the issues of a growing city and to be enjoyed by all. We are looking to grow our team as we continue to deliver high quality public realm across Toronto's evolving waterfront. **The Summer Intern, Planning & Design** will help advance our digital database and internal mapping and provide graphic support on various ongoing projects. To be considered for this role, applicants must have been enrolled in a post-secondary institution during the 2022-2023 academic year.

Key Responsibilities:

- Collect, verify, and integrate existing database into the organization's centralised GIS database system
- Liaise as necessary with internal and external agencies regarding data acquisition, including consultants, partners, suppliers, printing houses, etc.
- Field work data input of parks and open space and public realm assets
- Attend project team meetings with consultants and assist in the preparation of presentations, minutes, and materials
- Develop digital drawings/illustrations for various planning initiative for internal and external presentations

Skills and Qualifications:

- Enrolled in an Architecture, Landscape Architecture, or Urban Design program during the 2022-2023 academic year
- High proficiency in ArcGIS
- High Proficiency in architectural drafting and modelling programs (i.e. - AutoCAD, Rhinoceros)
- Proficiency in Adobe Illustrator & InDesign
- Proficiency in Microsoft Excel
- Strong communication and interpersonal skills.
- A proven ability to build and maintain strong working relationships with a diversity of stakeholders will be vital in achieving the goals and objectives.

Salary: We offer a competitive salary.

Other Considerations:

During this time, Waterfront Toronto is operating in a hybrid work environment with employees currently required to work in the office a total of five days spread out over a two-week period, for collaboration and engagement purposes. Employees have the option to work remotely for the remainder of the week.

Application Process:

Candidates should email their resume and cover letter, together in one (1) PDF document to: careers@waterfronttoronto.ca, quoting **File #23-09**, by **Monday, April 10, 2023**.

Please indicate in your cover letter how you learned about the job posting and include the specific site or network.

We thank all applicants for their interest, however, only those selected for further consideration will be contacted.

Waterfront Toronto is an equal opportunity employer, committed to representing the diversity of the city of Toronto on our team and fostering an inclusive workplace. To this effect, you are encouraged to reflect upon the diversity you would bring to the role within your application, including, but not limited to, identifying with one or more of the under-represented groups identified within the Ontario Human Rights Code. We will provide equitable treatment and accommodation to ensure barrier-free employment. If you require accommodation under the Ontario Human Rights Code or Accessibility for Ontarians with Disabilities Act, 2005 (AODA) at any stage of the recruitment process, please advise and we will work with you to meet your needs, up to the point of undue hardship.