



**Position:** Assistant Urban Designer  
**Term:** 1-Year Contract  
**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.

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## **The Opportunity: Assistant Urban Designer**

Waterfront Toronto is seeking an Assistant Urban Designer to support the day-to-day operations of the planning and design management of architecture, parks, and public realm projects to ensure design and construction meet Waterfront Toronto's objectives for Design Excellence, Quality of Place and the Corporation's Sustainability Framework.

### **Key Responsibilities:**

#### 1. Project Coordination and Management:

- Assist Senior Urban Design Manager in ensuring that project deliverables comply with WT's strategic objectives and Municipal/Provincial/Federal regulations/statutory requirements.
- Assist in preparing materials for project procurement and complete required tasks for RFPs.
- Communicate with external consultants/service providers to fulfill project related requirements.
- Assist and participate in project specific public engagement.

#### 2. Urban Design Studies:

- Maintain WT's mapping & 3D models and assist in all massing studies conducted in the organization.
- Conducting Planning and Public Realm studies and creating conceptual illustrations & diagrams for sites on the waterfront.
- Conduct urban design studies and developing design scenarios for various sites on the waterfront to analyze their physical, environmental, and social impacts on their neighbourhood.
- Provide 3D modelling & mapping services to WT staff and external partners whenever need arises.
- Create and maintain workflow and processes to generate urban design analysis for both site-scale & waterfront-wide scale.
- Coordinate and produce graphic representation of data in infographic, cartographic and illustrative formats.

#### 3. Digital Mapping and Database:

- Integrate various databases into the existing Waterfront Toronto database including 3D digital modelling.
- Upkeep/maintain the organization's GIS database system and optimize graphic components for GIS maps.

#### 4. Research:

- Assist with ongoing research on planning and design projects.
- Synthesize global waterfronts research into studies and presentations.

#### **Skills and Qualifications:**

- A post-secondary degree in Architecture or Urban Design. Master's Degree will be considered an asset.
- Two years of related professional experience is preferred, but not required.
- High proficiency in architectural drafting and modelling programs: AutoCAD 2D/3D, Rhinoceros 3D and SketchUp.
- Proficiency in Adobe Suite programs (Photoshop & Illustrator). Knowledge of InDesign will be an asset.
- Proficiency in ArcGIS is preferred.
- Knowledge and capability in Rhinoceros 3D and Grasshopper.
- Working knowledge of Toronto's development industry.
- Strong design and drawing skills.
- Good mathematical knowledge, including ability to perform development related analyses.

**Salary:** We offer a competitive salary.

#### **Other Considerations:**

During this time, Waterfront Toronto is operating in a hybrid work environment. Employees are currently required to work in our office three days per week and have the option to work remotely for the remainder of the week. This is subject to change by the Corporation.

#### **Application Process:**

Candidates should email their resume, cover letter, and a portfolio showcasing 2-3 examples of work that best exemplifies their skillset together in one (1) PDF document (maximum 15 pages, max 15 MB size) to: [careers@waterfronttoronto.ca](mailto:careers@waterfronttoronto.ca), quoting **File #24-09** by **May 28, 2024**.

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.*