

# Intermediate or Senior Urban Designer



Posted: May 2023

HS-1 1660 Hollis Street  
Kjipuktuk/Halifax, Nova Scotia B3J 1V7

Telephone: (902) 429-4100  
Email: careers@fbm.ca.

## Role Description

FBM is seeking an **Intermediate or Senior Urban Designer** to join our team. Candidates will hold a degree in the planning or urban design field, or equivalent combination of experience and education. Candidates must have minimum 3 years working experience in either municipal planning, land development or planning consulting. Membership with the Canadian Institute of Planners is desired. Local experience and planning knowledge beneficial, however we also recognize the value of those professionals with cross-Canada and international work or travel experience that can bring new perspectives and ideas to our work.

This position will report to the Planning Lead and be integrated with cross-disciplinary teams on a range of project types. FBM's Planning team takes on a range of projects – including work in HRM regional centre, across the province, and nationally. Project types will vary based on project wins and your skills and interests. As such, the position will present the opportunity to travel to cities and counties across Canada. As an Urban Designer, you will be responsible for tasks including project management, planning and policy analysis, development applications, developing public and stakeholder engagement approaches, and business development and marketing. Your experience should demonstrate and ability and capacity to manage projects and independently liaise with clients. The Urban Designer will direct and mentor junior staff and have a commitment to continuous growth and education.

FBM's Planning Studio has a wide portfolio of projects that include master plans, mixed-use developments, heritage integration, urban infill redevelopment, main street/downtown vitalization, strategic plans, economic development strategies, engagement plans, resort projects, housing studies, and commercial & industrial market analyses.

## Core Job Responsibilities

- Analyze and interpret Land Use Bylaws and Municipal Development Plans. Familiarity with HRM Centre Plan is considered an asset, as is general knowledge of municipal governance structures and development processes.
- Prepare development feasibility and diligence studies.
- Prepare and submit development permit applications for architectural projects as part of integrated planning and architectural teams.
- Prepare land use and demographic market analysis.
- Conduct on-the-ground project fieldwork (location specific, with some travel required).
- Develop and coordinate concept and master plans with internal and external collaborators.
- Review and assist in developing community and stakeholder engagement strategies.
- Prepare, participate in, and summarize public engagement events, stakeholder interviews and surveys.
- Participate and/or lead client and council workshops and presentations.
- Have skills and technology experience in methods for visually conveying content and data.
- Identify potential client and project business development opportunities.
- Write and format proposal content, work plan, timing, and fee development.
- Coordinate overall project team scheduling and resource allocation.
- Support invoicing, project progress reporting, meeting minutes and quality control.
- Coordinate external sub-consultants and internal design staff based on project types.
- Participate in external webinars or presentations and articles, blogs or publications.

## Specific Skills

- Proficient in Adobe Creative Cloud Suite (InDesign, Illustrator, Photoshop), MS Office Suite.
- Working knowledge of GIS programs is considered an asset.
- Working knowledge of SketchUp, Revit and AutoCAD is considered an asset.
- Strong time management and scheduling skills to successfully meet deadlines.
- Ability to work in a collaborative, multi-disciplinary team environment, particularly with architects and designers.
- Must have excellent communication, presentation, and graphic communication skills.
- Bilingual French (written and spoken) is not required but considered an asset.

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FBM is a mid-sized architectural, interior design, and planning firm based in downtown Halifax, and soon to move into its own purpose-built, mixed-use office building in the eclectic and growing Halifax North End, a short walk from Halifax Commons. FBM boasts an impressive portfolio of award-winning architectural and planning projects achieved over its 100-plus-year history in Atlantic Canada and has been named one of Canada's Top 100 Employers, Atlantic Canada's Top Employers, Nova Scotia's Top Employers, and one of Canada's Top Small/Medium Employers.

## **FBM offers:**

- Competitive salary.
- Vacation including additional day off for Birthday and paid office closure during Christmas period.
- Health & medical benefits with a Health Spending Account.
- Flexible, hybrid and supportive work environment.
- Active social calendar for company-supported events.
- Professional development opportunities.

We celebrate diversity and our ethos, **people-driven design**, means that we are committed to creating an inclusive and diverse workplace that reflects the communities and clients we serve, and the people with whom we work.

Applicants should submit a copy of their Curriculum Vitae and portfolio/work sample to: **[careers@fbm.ca](mailto:careers@fbm.ca)** using the subject line: **Intermediate or Senior Urban Designer Application**

We are proud to be recognized among Canada's Top Employers since 2021.