



Position: Professional Development Workshop Facilitators: [Urban and Regional Planning Professional Development](#)

Closing Date: This posting will remain open until the pool is filled

Pay Rate: \$150.00 plus 4% vacation pay per instructional hour

Workshop Delivery Mode: Primarily online synchronous (via Zoom), some face to face offerings may be considered

Continuing education has been an integral part of the University of Victoria since its inception in 1963. Today, the Division of Continuing Studies (DCS) provides adult and continuing education programming in co-operation with UVic faculties and community partners. We offer a comprehensive portfolio of programs in a range of academic disciplines: using diploma, certificate, degree and other programming models to serve adult, part-time, international and geographically dispersed students.

The Urban and Regional Planning Professional Development Series features workshops and lectures on timely topics that enhance the skills of professional planners, university students, municipal councils and staff and those working in community contexts. Our offerings cover a broad range of theoretical and practical issues and concepts relating to the development, implementation and evaluation of urban planning processes. Each year we offer workshop topics related to current trends and needs in the field of urban and regional planning.

Position Summary:

The Division of Continuing Studies is interested in developing long-term relationships with facilitators who have high professional standards, excellent communication skills, enthusiasm and a commitment to creating learning experiences founded in adult education principles.

We are seeking professionals who desire the opportunity to share their knowledge and experience in the field of urban and regional planning. Our learners are seeking professional development opportunities to enhance their current knowledge, skills, and abilities, and expand their career options.

The following topic areas are priority for fall 2025 workshops. We also welcome proposals in other topic areas:

- Project Management and Process Improvement for Planning
- Community Engagement with an emphasis on adaptive engagement approaches for hard-to-reach communities
- Communications for Urban Planners: messaging and positioning, issues management, real-world case studies

Qualifications:

- Eligible for membership in the Canadian Institute of Planners as a Registered Professional Planner;
- Industry experience with the ability to illustrate your teaching with real life examples;
- Previous teaching experience (designing content for a course, training or presentation) is preferred;
- Instructional experience with adult or non-traditional learners and/or distance education is considered an asset;
- Excellent interpersonal, communication, and facilitation skills.

To express interest: Please submit a current resume and a cover letter briefly outlining your proposed topic to:

Elizabeth Bowman, Program Coordinator: ecbowman@uvic.ca

Equity Statement: UVic is committed to upholding the values of equity, diversity, inclusion and [human rights](#) in our living, learning and work environments. In pursuit of our values, we seek members who are eager to actively participate in that shared responsibility. We actively encourage applications from members of [historically and systemically marginalized groups](#). Read our [full equity statement](#).