



Job Title: Project Manager - Development Services

Competition Number: GRO-16-26	Department: Growth
Posting Category: Open	Division: Development Services
Job Type: Full-Time	Affiliation: Managerial
Site:	Location: CA-ON-Thunder Bay
Min: CAD \$112,128.29/Yr.	Max: CAD \$131,915.60/Yr.
Pay Band: 11 (Interim)	Number of Positions: 1
Effective Date: July 4, 2023	Supersedes Date: New
Posted Date: May 30, 2026	Post End Date: June 28, 2026

The **City of Thunder Bay** provides exceptional quality of life to those who live, work, and play in Thunder Bay – a culturally vibrant, economically diverse community with a metro population of over 120,000. Located on the north shore of Lake Superior, under the protective watch of the Sleeping Giant, Thunder Bay is rich in people and resources, and connects Northwestern Ontario to the world. We value our high quality of life and promote a clean, green, beautiful, and healthy community that provides economic opportunity, respects diversity, and provides affordable and safe neighbourhoods that are accessible to all.

The City of Thunder Bay is a place where art, culture and nature come together!

Lead projects that build stronger communities.

At the City of Thunder Bay, Our City Runs on People Like You. Together, we're building a workplace where everyone belongs – where your leadership can influence projects that support future growth and development in our community.

Here, you'll lead impactful initiatives and help deliver projects that have a lasting impact and build a stronger Thunder Bay. You will be part of a work environment that supports respectful interactions, meaningful opportunities to grow, and a culture that promotes well-being and collaboration.

Thunder Bay offers more than a fulfilling career. With its natural beauty, affordability, and strong sense of community, it's a city where you can grow personally and professionally.

Where You'll Make a Difference Every Day

As a Project Manager – Development Services, you'll oversee and coordinate development-related projects that contribute to community growth, and long-term development initiatives.

You'll work closely with internal departments, consultants, developers, contractors, and community stakeholders to help guide projects from planning through implementation and completion.

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Whether you live in Thunder Bay, you're looking to return, or excited to make the City your new home, join a team where your skills, expertise, and presence is recognized, and make a real impact to our community.

How You'll Support the Team

In this role, you will be responsible to undertake and manage major development services projects and participate as a division representative for major corporate projects. You will also have the following accountabilities:

- Manage major Development Services projects which may include predevelopment strategy, planning and feasibility for development projects, studies, policy development, service delivery, program development, research projects and collaborations.
- Participate as the Division representative and liaison in major Corporate projects as part of cross functional teams.
- Lead multidisciplinary project teams of staff, consultants, developers and suppliers.
- Develop, implement and monitor detailed project plans, resource requirements, milestones, deliverables, decision tracking, change management procedures and recommend policies and provide strategic advice regarding project specific requirements.
- Apply sound project management methodologies including full work plans with defined scope, schedule, timelines, reporting and deliverables.
- Prepare requests for proposals, requests for quotations, retainers, change notices and scoping documents.
- Evaluate and select consultants individually or as a lead participant.
- Supervise and evaluate the work of consultants.
- Identify and make proposals/applications for funding to support projects, studies and programs.
- Monitor the budget for capital projects, ensuring budget compliance; identify project budget changes within approved parameters; action budget changes and maintain and adhere to the approved budget and provide regular budget updates to the Director.
- Coordinate public consultation on projects. Track decisions, related reports and activities which impact the project, and provide advice and analysis on their implications.
- Prepare comprehensive reports, proposals, correspondence and presentations.
- Attend and present at City Council, Committees of Council, community engagement, and stakeholder meetings.

For a detailed job description, click [here](#)

What You Can Count On With Us

We're proud to offer a workplace where your well-being, growth, and sense of purpose come first. As the Project Manager – Development Services, you'll enjoy:

- A competitive salary that reflects your expertise
- A matching pension plan to help you build long-term financial security
- Comprehensive health, vision, and dental coverage, plus life insurance for peace of mind
- Generous paid vacation and holidays, with the option to purchase additional leave days when you need more time off
- Access to a confidential Employee and Family Assistance Program (EFAP) and wellness initiatives to support your overall health

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- Leadership development and tuition reimbursement programs, so you can continue to grow your skills and career
- A culture of recognition and appreciation, with staff events and programs that celebrate your contributions
- The opportunity to lead a dedicated and talented team, who are highly respected within the Corporation

What You'll Bring to the Team

Here's what will help you succeed as a Project Manager – Development Services:

- Degree in business administration, public administration, political science, economics, engineering, architecture or related field, together with a minimum of 5 years of related project management experience, change management and public consultation experience preferably in a government setting; or
- Diploma in business administration, public administration, political science, economics, engineering, architecture or related field, together with a minimum of 7 years of related project management, change management and public consultation experience preferably in a government setting.
- Ability to establish and monitor project schedules, budgets and delivery processes.
- Proven acumen in business and financial management, with the ability to determine, analyze and understand financial implications of proposals and the ability to perform some cost calculations and respond accordingly.

Lead With Us - Apply Today

Ready to take the next step in your career journey? Join us at the City of Thunder Bay, where you'll support a dedicated team, and make a lasting difference every day.

General Information:

As an equal opportunity employer, the City of Thunder Bay encourages applications from Indigenous peoples, persons with disabilities, members of visible minority groups, women and members of the 2SLGBTQ+ community.

ONTARIO HUMAN RIGHTS CODE: It is a contravention of the Human Rights Code of Ontario to discriminate on the basis of: race, ancestry, place of origin, colour, ethnic origin, citizenship, creed, sex, sexual orientation, marital status, family status, disability, age, record of offences, gender identity or gender expression. Therefore, a resume submitted to the City must not include references to any of the above characteristics. Do not include:

- Photos
- Any certificates that have photo identification
- Driver's licences
- Police records checks

Note: The above documentation will be requested by the Human Resources Division should you be the successful applicant. If a Criminal Record Check is required, it will be requested by Human Resources should you be the successful applicant. Please do not submit your Criminal Record Check with your application.

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ACCOMMODATION: Reasonable accommodations are available upon request for all parts of the recruitment process.

PRIVACY: Personal information on this form is collected under the authority of the Municipal Act, c. 302, as amended, and will be used to determine eligibility for employment. Questions about this collection of personal information should be directed to the Human Resources Division, 125 Syndicate Ave Suite 42, Thunder Bay, Ontario, P7E 6H8, Telephone: 625-3866