

Cities & Environment Unit (CEU) is a community planning action and applied research group based in the Faculty of Architecture & Planning at Dalhousie University, directed by Prof. Frank Palermo. Our work links the university and communities. Every situation is an opportunity not only to do real work, but also to reflect on the work and generate new planning knowledge and tools. The approach is always community-based and design focused. This implies developing community specific public participation strategies, building on local skills and knowledge, and generally increasing awareness of planning at many levels. Frequently the work serves as a basis for capacity building; always, it is focused on finding innovative solutions that make a difference on the ground.

CEU is engaged in a variety of projects, including First Nations community planning, rural planning, urban design and community engagement. We are seeking to add one or more members to our Production Team, a group of skilled assistants who focus on translating our work into accessible, visible products (including panels, plan documents, physical models, maps and sketches). The Production Team contributes to existing projects, develops new ideas and extends our research. **Production Assistants** with the following skills and attributes are sought to join our team:

Required skills:

- Strong and efficient graphic design skills.
- Proficient hand-drawing skills (sketching, illustration, representation).
- Fluency in Adobe Creative Suites (InDesign, Photoshop, Illustrator).
- Experience with GIS would be an asset.
- Knowledge of community-based planning / First Nations would also be an asset.

Attributes:

- *Teamwork:* Able to work collaboratively and independently, take initiative and be resourceful; provide leadership when required; have good interpersonal skills (sense of humour appreciated).
- *Communication:* Possess excellent written, oral and visual communication skills.
- *Work Ethic:* Enjoy developing new ideas, being creative and determined; able to work in challenging situations; have good organization and time management skills.

Salary & contract:

- Starting salary of \$2,500 monthly (full-time hours); contract length of 3 months starting immediately. Please indicate in your application when you would be available to start work.
- All positions are contingent on project funding. There is potential for extension based on funding and performance.

Interested candidates are asked to submit a cover letter, resume and portfolio of your design & graphic work by July 27, 2009 to: Frank Palermo, Director, Cities & Environment Unit. *Drop-off:* Faculty of Architecture & Planning Reception (5410 Spring Garden Rd., Halifax, NS, B3J 1E7); *E-mail* (PDF or Word) to: ceu@dal.ca; or *Fax* (902) 423-6672

For further information please contact us at (902) 494-3926 or visit our website: www.ceunit.dal.ca
We thank all applicants for their interest, however, only those selected for an interview will be contacted.