Associate Planner/Engineer – Active Transportation

(http://agency.governmentjobs.com/mtcca/job_bu
jobID=3248723&sharedWindow=0)

APPLY

Salary	$107,197.79 - $135,952.96 Annually	**Location**	San Francisco, CA
Job Type	Regular/Full-Time	**Section**	Design & Project Delivery
Job Number	1712		
Closing	11/7/2021 11:59 PM Pacific		

DESCRIPTION BENEFITS QUESTIONS

DESCRIPTION

DEADLINE TO APPLY IS SUNDAY, NOVEMBER 7, 2021 AT 11:59 PM
IF YOU ARE INTERESTED, PLEASE APPLY IMMEDIATELY
First round interviews tentatively scheduled for Thursday, November 18, 2021
A resume and cover letter are not required with your application, but highly encouraged

The Metropolitan Transportation Commission (MTC) is the transportation planning, financing and coordinating agency for the nine-county San Francisco Bay Area. For more information about MTC, visit www.mtc.ca.gov (http://www.mtc.ca.gov/).

MTC's Design and Project Delivery Section is responsible for the development and delivery of innovative transportation strategies that improves the performance of the region's freeway, bridge, arterial, and transit systems, with an emphasis on operational efficiencies and demand management/high vehicle occupancy strategies.

Under the general direction of the Principal Planner/Engineer – Active Transportation, the Associate Planner/Engineer – Active Transportation is responsible for delivering active transportation projects and programs that connect communities and the regional active transportation network for commute and recreational travel. The completion of the San Francisco Bay Trail is a priority focus but also includes the planning and delivery of the Water Trail, bridge trails, regional trails, public access, first/last mile connections to transit strategies, quick builds, bikeshare, and bike rebate programs among others. This position will work collaboratively with the Bay Trail Planners, and other engineers and planners internal and external to MTC in accomplishing these goals.

The incumbent will lead and manage projects/tasks that require planning, design, and outreach

competencies and depth of experience, diligent attention to detail, project management skills, and strong communication skills. The individual will also perform a wide range of tasks including:

- Be passionate about contributing to the delivery of permanent and temporary active transportation projects and programs that result in a multimodal transportation system that is more equitable, more accessible, connected and safer for all ages and abilities
- Lead and coordinate the planning, environmental review, design, engineering, project management, and/or construction of temporary and permanent active transportation and Complete Streets improvement projects
- Identify, evaluate, and track implementation progress toward network connectivity regionwide
- Develop strategies to collect, analyze, and communicate graphic data necessary to inform projects, decision-making, and advocate for active transportation
- Develop work scopes, procurement documents, contracts, task orders, inter-agency agreements and related project administration functions
- Persuasively advance both practical and innovative concepts, project development, designs, and delivery methods aimed at improving active transportation infrastructure to MTC executive and management staff, and partner agencies such as Caltrans, cities, County Transportation Authorities, transit operators, park districts, elected officials, non-profits and stakeholders
- Identify and analyze practical and innovative concepts to quickly and cost effectively implement active transportation projects and programs
- Identify and pursue ways to address inequitable access to active transportation infrastructure and programs
- Work closely with community-based organizations (CBOs) on project design and outreach
- Work both independently and collaboratively in in a team environment
- Prepare staff memos, reports and presentation materials as assigned
- Pursue a variety of funding opportunities including submitting grant applications
- Advance MTC's reputation in active transportation implementation work by participating in conferences, publishing articles, and/or sitting on related technical advisory working groups
- Perform other job related duties or tasks as needed or assigned

All employees at MTC are classified as Disaster Services Workers.

SKILLS AND ABILITIES

The ideal candidate will have the following knowledge, skills and abilities:

Knowledge of:

- Principles, practices and techniques of active transportation planning and engineering
- Principles, practices and strategies of Complete Streets, Vision Zero, Safe Routes to School and First and Last Mile solutions
- Relationships between active transportation, land use, environmental design, public health, the economy and overall sustainability
- Effective community design/planning and engagement strategies
- Field investigation techniques and multimodal evaluation methodology
- Principles and practices of policy, funding and program development, implementation, and administration
- Policies, procedures, rules, and regulations governing transportation planning

- Principles and practices of contract negotiation and administration
- Principles and practices of budget preparation and administration
- Related Federal, State, and local laws, codes, and regulations
- National and international best practices, guidelines and standards for street design, including but not limited to NACTO and AASHTO
- Principles and practices of Quick Build design and construction
- Effective project management strategies for project delivery
- A strong understanding of the issues and power dynamics around race, gender, equity, and transportation policy

Skills and Abilities

- Analyze complex transportation planning, design/engineering and environmental impact issues, identify alternative solutions, and project consequences of proposed actions
- Research, analyze, and evaluate policy, design/engineering issues, alternative delivery methods, and funding and techniques
- Develop project budgets, schedules, work plans, and cost estimates and projections
- Tackle multiple issues, anticipate issues and troubleshoot effectively
- Manage competing priorities and multiple simultaneous projects involving cross-functional project teams
- Analyze and assess policies, funding, design and operational issues
- Prepare and administer project budgets and funding
- Prepare clear and concise memos, reports, graphically-pleasing presentations, and funding/financial reports
- Interpret and apply applicable Federal, State, and local policies, laws, and regulations
- Communicate clearly and concisely, both orally and in writing to both internal and external stakeholders using data analytics and visualization
- Prepare and present online webinars, trainings and guidance
- Interpret and draw conclusions from a variety of data sources including but not limited to collision data, volumes, speeds and other geo-spatial and location-based service (LBS) datasets
- Select and evaluate planning, environmental, design, and construction management consultant teams
- Organizational awareness and ability to anticipate sensitive issues that impact the region
- Organize, direct, and coordinate amongst partner agencies, stakeholders and decision-makers
- Build, establish and maintain effective working relationships with all entities/individuals in the course of work, including MTC/BATA Board members, elected officials, stakeholders, and the general public
- Entrepreneurial spirit to equitably enhance walking and biking in the Bay Area for all ages and abilities
- Conversant in graphic programs such as ArcGIS and/or Adobe Creative Suite, and possess the ability to learn new applications
- Ability to juggle competing priorities with 100% follow-through in a fast-paced work environment, occasionally delivering on short timelines
- Strong leadership aptitude, with the ability to encourage, motivate, inspire, and challenge colleagues and partners

MINIMUM QUALIFICATIONS

An appropriate combination of education and experience that has provided the required knowledge, skills and abilities is qualifying. A typical way of obtaining the required qualifications is:

Education: A Bachelor's degree from an accredited college or university in an appropriate discipline related to the area of assignment such as transportation planning, transportation engineering, civil engineering, project management, public finance, economics, urban/environmental/landscape design, business or public administration, or public health. A Master's degree is preferred. *(Applicants with a degree issued from an institution outside the United States must have their transcripts evaluated by an academic accrediting service and provide proof of equivalency along with their application.)*

Experience: A minimum of two years of increasingly responsible experience in an appropriate field related to the area of assignment. Experience with graphic programs such as ArcGIS, Adobe Creative Suite and/or AutoCAD is desirable. Experience working in hybrid and/or remote work settings is also desirable.

A Master's degree and at least two years of increasingly responsible and relevant experience or a Bachelor's degree and at least three years of increasingly responsible and relevant experience is qualifying.

License/Certificate

Possession of valid registration as a Civil Engineer in the State of California, or registration in another state is preferred. If you are not licensed as a Civil Engineer, an Engineer-in-Training certification and two years relevant experience is also preferred.

Possession of a valid California Class C driver's license and a safe driving record, or the ability to provide alternate transportation which is approved by the appointing authority.

ESSENTIAL DUTIES AND RESPONSIBILITIES

Under the general direction of the Principal Planner/Engineer – Active Transportation, specific duties and responsibilities include, but are not limited to, the following:

Planning/Engineering Analyses

- Researches and analyzes design challenges and technical issues using data and qualitative information, distills complex information into simple but effective forms, frames options and articulates recommendations; vets technical/policy issues with others and influences decisions by applying technical skills and knowledge and calculating risks
- Analyzes and makes recommendations for complex transportation planning and engineering problems with a focus on active transportation but understanding the implications to other travel modes
- Conducts network planning feasibility and prioritization assessments for regional trails, bridge trails, and connections and access to communities, regional transit and other regional assets
- Develops and oversees safety countermeasure selection and design for projects
- Considers contest-sensitive solutions, ecological design and resilience strategies in project scopes of work

- Considers equity and public health datasets in analyses, particularly equitable access to trails, facilities and open space for disadvantaged communities
- Persuasively advances both practical and provocative concepts aimed at improving transportation infrastructure performance to MTC executive and management staff, partner agencies, elected officials and stakeholders

Funding, Budgeting and Grants Management

- Researches, keeps apprised, strategically identifies and pursues available active transportation funding sources to underwrite planning, engineering and delivery of projects to close key gaps
- Prepares funding plans and determines work items that are eligible for grant funding and leads efforts to apply for grant programs geared toward people who bike, walk and roll
- Leads, coordinates and confers with local agencies and other jurisdictions on joint studies, funding agreements and grant applications related to active transportation
- Coordinates closely with internal staff and external partners to write, pursue, execute and manage grants
- Participates in the preparation of the annual consultant budget

Technical Assistance

- Researches emerging and topical trends in the active transportation field
- Liaises with local partners to understand active transportation needs in the region
- Organizes and leads cutting-edge active transportation webinars, trainings and/or presentations focusing on design and project delivery
- Builds active transportation technical capacity internally and externally and supports knowledge-sharing in the region

Project Management, Engineering and Project Delivery

- Supports a program of projects, which may include, regional trails, first/last mile improvements to transit, bikeshare, e-bike rebates and other active transportation initiatives
- Develops consultant work scopes, procurement documents, contracts, task orders, inter-agency agreements and related project administration functions for active transportation projects
- Oversees preparation of plans, specification and cost estimates for active transportation projects
- Monitors the preparation of and approves, or recommends as appropriate, changes to the scope of work of and change orders, approves expenditures from project funds, directs and monitors consultant's work
- Prepares reports on all phases of active transportation projects including work progress, financial status, progress payments, design details and calculations
- Explore and execute innovative project delivery strategies such as quick build tactical urbanism that can quickly deliver cost-effective projects that further advances a safe and seamless regional network
- Cultivate and maintain effective partnerships and relationships with cities/counties, federal and state transportation agencies, transportation authorities, transit operators, resource agencies, bike coalitions, business community and other pertinent stakeholders to raise awareness and funding/policy support to advance planning and capital project delivery of near-term operational

strategies to address active transportation, transit service, person throughput, and congestion relief
- Communicate clearly and concisely, using strong writing and graphic presentation skills

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Agency
Metropolitan Transportation Commission

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