



Job Opening: Senior Transportation Planner

Location: Albany, NY

Position: Full-time (Onsite)

Salary: \$87,000-\$97,000

Benefits: Paid Time Off - Vacation, Personal, and Sick Leave, Medical Insurance, Dental Insurance, New York State and Local Retirement System

Application Deadline: Open until filled

Description

The Capital Region Transportation Council (Transportation Council) is the Metropolitan Planning Organization (MPO) for New York's Capital Region based in Albany, New York. The Transportation Council works with State, regional, and local government partners to plan for and implement a safe, resilient, and modern transportation system. We are seeking a Senior Transportation Planner responsible for leading our community/transportation planning program, and to support our public engagement, equity, transit and Human Services Transportation planning initiatives. The Senior Transportation Planner will be supervised by the Executive Director. Ideal candidates are excellent communicators and self-starters, passionate about planning for a multi-modal regional transportation system, and capable of managing multiple programs and tasks concurrently with a minimal amount of supervision.

Minimum Qualifications

- Master's degree in transportation planning, urban and regional planning, civil engineering, geography, environmental studies, public administration, or in a closely related degree field with four (4) years of experience in planning; OR
- Bachelor's degree in transportation planning, urban and regional planning, civil engineering, environmental studies, public administration, or in a closely related degree field with six (6) years of experience in planning; OR
- An equivalent combination of training and experience as defined above.
- Professional certifications (i.e. AICP) preferred but not required.

Relevant Skills

- Strong understanding and passion for smart growth and sustainable transportation principles.
- Strong experience in land use and transportation planning including project and program management, consultant management, and project scope of work development.
- Strong research, report writing, and presentation skills. A writing sample is required.
- Ability to communicate complicated planning concepts to the non-planner.

- Strong organizational and time management skills.
- Ability to work in a fast-paced environment and manage multiple tasks simultaneously.
- Ability to work as a part of a team.
- Ability to establish and maintain effective working relationships with staff from local governments, regional agencies, and state agencies as well as community stakeholders and the public.
- Proficient with Microsoft Office 365 and experience with Adobe Creative Suite products.
- Proficiency in the use of GIS, graphic design software or other analytic tools.

Responsibilities

- Managing the Transportation Council's Linkage Program which provides funding for local governments to prepare community-based transportation and land use plans.
- Managing consultant led planning activities including developing Requests for Proposals, Requests for Expressions of Interest, reviewing consultant proposals, and reviewing consultant developed products.
- Leading the equity, transit, and Human Services Transportation planning initiatives.
- Leading advisory committee and/or task force meetings and developing meeting agendas.
- Supporting our public engagement initiatives and assessments of the public participation process.
- Assisting in the development and implementation of major Transportation Council products including the Metropolitan (or regional) Transportation Plan and Unified Planning Work Program.
- Preparing and reviewing planning documents including text, tables, and graphs.
- Facilitating coordination between municipalities, regional agencies, and state agencies on planning issues and activities.
- Providing technical information and planning assistance to member municipalities regarding land use and transportation planning.
- Representing the Transportation Council at public meetings, project meetings, and other events.

The Transportation Council is an equal employment opportunity employer. All qualified applicants for employment will be considered without regard to an individual's race, color, sex, gender identity, gender expression, religion, age, national origin or ancestry, citizenship, physical or mental disability, medical condition, family care status, marital status, domestic partner status, sexual orientation, genetic information, military or veteran status, or any other characteristics protected by federal, state or local laws.

Send cover letter, resume, and writing sample to:

Sandra Misiewicz, AICP
Executive Director
Capital Regional Transportation Council
1 Park Place, Suite 101, Albany, New York 12205
or email info@capitalmpo.org

If you are unable to submit your application because of incompatible assistive technology or a disability, please contact us and we will reasonably accommodate qualified individuals with disabilities to the extent required by applicable law.