



Pikes Peak Area
Council of Governments
Communities Working Together

JOB DESCRIPTION
Transportation Director
Monthly Salary: \$7,260 - \$10,900
Open Until February 15, 2018

This employer will not sponsor applicants for H-1B Work Visas.

To apply for the position, please complete an application and send it to Barb Watson at the address listed below. An application can be found at www.ppacg.org; follow the link for Programs / Administration / Office Management.

Barb Watson, Office Resources Manager
Pikes Peak Area Council of Governments
15 S. 7th Street
Colorado Springs, CO 80905
EMAIL: bwatson@ppacg.org

This is an exempt position within the Pikes Peak Area Council of Governments (PPACG) Transportation Department. The Transportation Director is responsible for implementing the Metropolitan Planning Organization's transportation planning process for the Colorado Springs Metropolitan Area in compliance with the USDOT and State of Colorado regulations and environmental regulations promulgated through the U.S.E.P.A. Responsibilities include supervision of PPACG staff and contract personnel in performing urban transportation planning activities. The Transportation Director coordinates the regional planning program with federal and state activities, plans and programs and ensures that the transportation planning process is performed in compliance with the currently effective Unified Planning Work Program, advises the Executive Director and elected officials about any process changes needed in response to changing conditions, prepares the program budget and oversees financial and product tracking on a quarterly basis. The Director also carries out technical activities to support development of regional transportation plans and programs, major transportation investment studies and travel demand/demographic forecasting, and provides technical assistance on transportation matters as requested by PPACG member entities.

Duties include, but are not limited to:

- Supervise Transportation Department staff.
- Prepare annual program budget and Unified Planning Work Program.
- Maintain quarterly budget tracking.
- Manage short and long range planning projects and contracts.
- Respond to requests for technical assistance from member governments.

- Perform quantitative analyses and author technical reports.
- Facilitate public involvement in various planning processes including the regional transportation plan and transportation improvement program.
- Act as liaison between local planning entities and their state and federal counterparts through ongoing and purposeful coordination.
- Develop and maintain the Metropolitan System Performance Report.
- Interpret and respond to federal and state regulations.
- Other duties as assigned by the Executive Director.

Supervisor:

The Executive Director of the Pikes Peak Area Council of Governments

Required Education and Experience

1. At least four years experience in a supervisory capacity, and
2. A Master's Degree in transportation planning, engineering, urban planning, statistics or a related field, plus a minimum of six years of progressively responsible transportation or transit planning work, or
3. A Bachelor's Degree in transportation planning, engineering, urban planning, statistics or a related field, plus a minimum of eight years of progressively responsible transportation or transit planning work.

Professional certifications are highly desirable.

This position requires breadth and depth of knowledge and experience in the principles and practices of MPO transportation planning. This includes keeping abreast of the most recent legislation impacting transportation, the Clean Air Act requirements, and the socio-economic and environmental factors influencing transportation system development.

Must be competent in:

- budgeting and financial tracking
- contract management
- technical analysis methods

Must be familiar with:

- evaluation of research data
- travel demand modeling
- GIS applications

Must have an understanding of:

- the interrelations within and between all modes of urban and rural transportation systems
- the intent and meaning of state and federal regulations impacting transportation planning

Must have a demonstrated excellence in:

- written and oral communications

- effective supervision of staff
- managing planning studies in a variety of fields
- developing, preparing and presenting effective reports, maps, and charts
- developing strategies to communicate effectively with members of the public, elected officials, federal, state, and local agency representatives, PPACG committees, and community organizations