

# NOACA Job Posting

**Organization** The Northeast Ohio Areawide Coordinating Agency (NOACA) is a regional planning agency serving greater Cleveland. As the region's Metropolitan Planning Organization and Areawide Water Quality Management Agency, NOACA conducts transportation and environmental planning for a five-county region that is home to 2.1 million people and includes the counties of Cuyahoga, Geauga, Lake, Lorain and Medina.

**Position** Deputy Director of Policy and Compliance

**Location** 1299 Superior Avenue, Cleveland Ohio

**Division** Executive

**Description** The Deputy Director of Policy and Compliance is a high-level position that serves under the direction of the Executive Director & Chief Executive Officer (CEO). The Deputy Director is responsible for defining and implementing policy and compliance activities that enhance NOACA's ability to lead regional planning efforts related to its transportation, environmental and economic development functions, and that support its mission as the Metropolitan Planning Organization (MPO), Areawide and Economic Development District (proposed) for Northeast Ohio /Greater Cleveland. The Deputy Director is responsible for developing and implementing performance management systems to drive organizational success including Board agendas and activities; and for leading agency-wide research, analysis and evaluation efforts to support mission critical activities, particularly in regards to policy. The incumbent is responsible for facilitating agency interactions with ODOT, FHWA, FTA, Ohio EPA, USEPA and USEDPA; ensuring compliance with all federal, state and local regulations and requirements; and for providing agency-wide direction on all aspects of the MPO continuing, comprehensive and cooperative (3-C) planning process, including coordinating cross-divisional activities. This position also develops and implements policies and procedures, activities and work products related to Title VI of the Civil Rights Act of 1964, including Environmental Justice compliance. This is a full-time position that is FLSA-exempt.

**Requirements**

- Advanced Degree (Master's, Juris Doctorate, Ph.D) in planning, engineering/architecture, business, public administration or a related field
- 12+ years of increasingly responsible experience in transportation and/or environmental planning or operations (with at least 7 in an MPO setting or similar organization) inclusive of research, analysis, policy and compliance work. Doctorate can be substituted for 2 years experience.
- Advanced knowledge of the MPO planning process and requirements
- Strong analytical skills and excellent written and verbal communication skills
- Proven planning and organization skills
- Proven management and leadership abilities
- Knowledge of research principles and methodologies
- Knowledge of Microsoft Office products inclusive of Microsoft Access

**Compensation**

- Minimum \$108,614 to commensurate with experience
- Paid time off includes 12 holidays, plus vacation, sick and personal time
- Employer sponsored health, vision, dental, and prescription coverage
- Life insurance
- Enrollment in Ohio Public Employees Retirement System (OPERS) pension program
- Other voluntary programs

**Other** NOACA is an Equal Opportunity Employer and offers a hybrid work environment and telecommute for one day a week on Mondays.

**Application** To apply, submit a cover letter and resume in PDF format to: [executivecareers@mpo.noaca.org](mailto:executivecareers@mpo.noaca.org). The first round of applications will be reviewed on November 22, 2022, with applications reviewed on a weekly basis thereafter through December 13, 2022.

