



## DENVER REGIONAL COUNCIL OF GOVERNMENTS

### **OPEN POSITION ANNOUNCEMENT: Senior Planner (Transit) (Long Range Transportation Planning)**

(March 2023)

The Transportation Planning and Operations division is growing and we're looking for motivated and creative people to join our team. DRCOG is the largest metropolitan planning organization in the mountain west and is leading exciting and innovative regional transportation initiatives. DRCOG plans for and allocates funding to transformative transportation projects that support multimodal mobility for residents and visitors throughout the Denver region. Come join our dynamic team of transportation professionals focused on projects like regional Vision Zero, active transportation, bus rapid transit corridors, complete streets, air quality and climate, mobility analytics, emerging mobility, and regional transportation operations and technology.

We are currently recruiting for a Senior Planner to lead regional transit planning initiatives. This position will provide important leadership to help the region implement a transformative bus rapid transit network to meet ambitious greenhouse gas emission reduction goals. Additional primary duties include developing the region's Coordinated Transit Plan and leading human service transportation planning efforts.

The Denver Regional Council of Governments serves as a visionary leader along Colorado's central front range. We tackle the BIG issues, like growth and development, transportation and meeting the needs of older adults. Our success is built on, and defined by, long-standing partnerships and serving as a forum for discussing these and other emerging issues in an effort to collectively find innovative solutions. DRCOG is a Regional Planning Commission per Colorado state statute, and is the federally designated Area Agency on Aging (AAA) and Metropolitan Planning Organization (MPO) for the Denver region. Our culture and values fuel and inform the work we do. Employees are rewarded with competitive compensation, generous benefits and an adaptable work environment. Sound like a good fit? We'd love to meet you!

#### **ABOUT THE POSITION OF Senior Planner (Transit) (Long Range Transportation Planning)**

*This class specification represents only the core areas of responsibilities; specific position assignments will vary depending on the needs of the Division.*

- Provides leadership on varied planning activities in support of regional plans and projects; coordinates development and maintenance of regional plans; may serve as lead worker by assigning work and monitoring work completion; and provides consultation regarding various studies and initiatives.
- Serves as planning subject matter expert in area of assignment; performs and directs complex research tasks; develops and evaluates processes; makes recommendations for modifications to data collection methods and processes.
- Provides planning support and responds to inquiries and requests from internal and external stakeholders; prepares materials for presentations, print and web distribution to communicate technical research findings and policy recommendations to diverse audiences, including the DRCOG Board and committees.

- Coordinates and conducts workshops, webinars, and other public involvement activities to further regional plans and initiatives.
- Leads and serves as a DRCOG liaison and representative to committees, advisory groups, federal/state/local agencies and other stakeholders.
- Performs other duties of a similar nature and level as assigned.
- Leading transit planning activities for DRCOG:
  1. Preparing and maintaining the transit element of the Regional Transportation Plan (RTP), the Coordinated Transit Plan;
  2. Coordinating with the Regional Transportation District (RTD) on FasTracks review activities;
  3. Evaluating, selecting, and monitoring transit projects for specific federal funding programs;
  4. Leading or participating in preparation of public transportation plans and studies;
- Assisting with evaluation and monitoring of the Transportation Improvement Program (TIP) and Regional Transportation Plan (RTP);
- Leading work tasks associated with preparing, amending, and maintaining the Regional Transportation Plan (RTP);
- Liaising with staff from CDOT, RTD, and local transit providers;
- Representing DRCOG on committees, councils, studies and workgroups;
- Participating in other transportation planning activities, as needed.
- Principles and practices of urban and regional planning;
- Principles and practices of project and program administration and management;
- Practices and methods of coaching and leading the work of others;
- Techniques and methods for organizing, prioritizing, assigning and monitoring work;
- Principles and methods of qualitative and quantitative research;
- Principles and applications of critical thinking and analysis;
- Best practices, trends and emerging technologies in local and regional planning;
- Effective communication techniques, including writing and public presentations oriented to a variety of audiences;
- Principles and practices of group facilitation and building consensus;
- Computer hardware and software programs, which may include Microsoft Office, Internet applications, and GIS.
- Principles and practices of regional transportation planning, transit planning policies, and transit services (public and specialized).
- Managing a project or program;
- Scheduling and carrying out work assignments with limited supervision;
- Designing and implementing research analysis in the areas of regional planning and performance measurement;
- Providing consultation and serving as a program liaison and subject matter expert;
- Interpreting, monitoring and reporting financial and project-related data and information;
- Compiling and sorting data and articulating issues and recommendations;
- Authoring and preparing original reports, documents and presentations;

- Understanding and defining project needs and creating project work programs involving other staff
- Providing direction to others in order to meet standards;
- Training and coaching staff;
- Facilitating group discussions and building consensus;
- Exercising political acumen, tact and diplomacy;
- Interpreting and applying applicable laws, regulations and organizational policies;
- Providing excellent customer service;
- Utilizing communication and interpersonal skills as applied to interaction with coworkers, supervisors, the general public and others to sufficiently exchange or convey information;
- Working in a team environment and maintaining effective working relationships with other team members and planning partners.
- Creative problem-solving skills to gather relevant information to implement solutions.
- Databases and geographic information systems.

**Education and experience requirements:**

Bachelor's degree in urban and regional planning, geography, public administration or directly related field and four to six years of related professional planning experience. A Master's degree is preferred.

OR

An equivalent combination of education and experience sufficient to successfully perform the essential duties of the job such as those listed above, unless otherwise subject to any other requirements set forth in law or regulation.

**LICENSING/CERTIFICATIONS:**

None required.

**STATUS:** Full-time, Exempt

**COMPENSATION AND BENEFITS**

The hiring salary range for this position is \$3,012.50 - \$3,763.42/semi-monthly or \$6,025.00 - \$7,526.84 monthly depending on qualifications.

**APPLICATION PROCEDURE**

To view the full job description, a complete listing of benefits, and to apply for this position, please visit our website at <https://drcog.org/drcog-job-openings>.

**This position is open until 5:00 p.m. Mountain Time on Wednesday April 19, 2023.**

**All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, disability, or status as a protected veteran.**