



# JOB ANNOUNCEMENT

## MPO Principal Transportation Planner

*Make your mark in our dynamic & diverse region*

The Durham-Chapel Hill-Carrboro Metropolitan Planning Organization (MPO) is the regional transportation planning agency in North Carolina's western Triangle. The MPO is responsible for planning and programming all modes of transportation including highways, public transit, freight, bicycles, and pedestrians. Our work is regionally based, but community focused. We formulate and implement plans that will improve life locally and ensure that these plans reflect our member communities' collective vision.

### **About the Position**

The MPO seeks a self-starting team player who enjoys collaborating as well as working on their own. A successful candidate is independent enough to take the initiative and serve as a reliable, effective project manager on meaningful and substantive planning projects. The Principal Transportation Planner performs a wide variety of transportation and transit planning tasks under the supervision of the Transportation Planning Manager.

The Principal Transportation Planner acts as a creative and technical assistant and leader on numerous plans, studies, public engagement initiatives, grant applications, and other complex products. Responsibilities require an understanding of principles, practices, and methods of transportation planning and related technical assistance.

***The MPO's office, based in Durham NC, currently operates under a flexible, hybrid work policy. Effective July 1, 2023, the MPO will migrate from the City of Durham to the Triangle J Council of Governments. This position, while housed at TJCOG, will report to the DCHC MPO Executive Director.***

### **Description of Work**

- Provide technical guidance, oversight, and develop planning study scopes.
- Perform data management, analysis, and visualization, including the delivery of regularly scheduled reports and technical datasets.
- Oversee and/or assist with transportation and transit data collection, as needed, such as (e.g. crash and safety data or bus route evaluations) and prepare professional-grade reports based findings.
- Write reports and correspondence, assemble, and submit successful grant applications, and prepare detailed study-related documents and recommendations.
- Communicate with and engage effectively with agency liaisons, area stakeholders and members of the public in the process of identifying, prioritizing, and responding to unmet transportation needs.
- Assist with organizing, facilitating, and contributing toward all manner of successful in-person and remote meetings and other public outreach to inform and engage the public about transportation and transit.

- Ability to communicate effectively, both orally and in writing, with elected officials, co-workers, agency representatives, consultants, and members of the general public.
- Coordinate with Transit providers regarding asset management/performance measures and private carriers for potential projects.
- Assist with updates, development and implementation of various plans and programs, including the Transportation Improvement Program (TIP), Unified Planning Work Program (UPWP) and Metropolitan Transportation Plan (MTP).
- Attendance at in-person and remote daytime and evening meetings required.

### **Education and Experience**

- A bachelor's degree and eight (8) years professional experience in a relevant field, including urban or regional planning, transportation planning, civil or transportation engineering, or public policy (or an equivalent combination of graduate study/education and directly related work experience);
- American Institute of Certified Planners (AICP) Certification is preferred.

### **Salary & Benefits**

- Hiring Range: **\$65,075 - \$78,090**  
(Employee will be eligible for a 5% increase after serving a 6-month probation period.)
- Benefits: The Triangle J Council of Governments offers a generous benefits package including paid vacation and sick leave; NC Local Government Retirement System; 5% 401(k) employer contribution; employer-paid health, dental, vision and life insurance; health spending account, flexible spending account for child/dependent care expenses; and flexible schedules and hybrid work environment.

### **Our Organization**

Providing a platform for collaboration among local governments, stakeholders, and partners in our diverse region of NC. See the kind of work we do at [www.tjcog.org](http://www.tjcog.org)

### **How to Apply**

1. Download TJCOG employment application at: <https://www.tjcog.org/about/our-job-opportunities>
2. Send completed application package (cover letter, completed application and resume) by email to [employment@tjcog.org](mailto:employment@tjcog.org) with the subject MPO Principal Planner.

**Incomplete applications will not be considered. Position is open until filled; initial review of applications begins May 1, 2023.**

**All employment offers will be within the stated hiring range.**

*TJCOG is an Equal Opportunity Employer and designated Best Workplace for Commuters.*