

JOB ANNOUNCEMENT

Title:

Planner II – Energy & Transportation
Central Pines Regional Council
Durham, NC / Hybrid

Who We Seek:

We are seeking a dynamic individual with excellent interpersonal skills, adept time management, and keen interest in analyzing environmental data to join the Transportation Team at Central Pines. The role will support a variety of CPRC programs with an emphasis on Triangle Clean Cities and the Triangle's Transportation Demand Management Program. Visit <https://www.trianglecleancities.com> and <https://www.centralpinesnc.gov/mobility-transportation/triangle-transportation-choices> for more information.

Purpose:

As a Planner II at CPRC, you'll join our diverse transportation team, engaging in projects centered around alternative transportation modes and fuels, and long-range planning. You'll be a crucial part of the transportation team, promoting alternative fuel adoption, fostering relationships, evaluating the success of single-occupancy-vehicle reduction programs, and ensuring our outreach efforts make an impact.

Duties & Responsibilities:

- Collaborate with program grantees, funders, and external stakeholders.
- Plan, coordinate, and facilitate program-related meetings.
- Maintain clear communication with internal and external stakeholders.
- Manage program website and social media platforms.
- Compile and review reports, coordinate with stakeholders, and develop necessary materials.
- Perform data analysis on transportation-related emissions reductions.
- Approach all tasks with a lens of diversity, equity, and inclusivity for both internal and external stakeholders/customers while exhibiting the organization's core values of integrity and trustworthiness, excellent customer service, well-informed leadership, and a focus on solutions and results.

Knowledge, Skills, & Abilities:

- Expertise in transportation policies, decarbonization pathways, equity, air quality, and sustainability.
- Proficiency in quantitative analyses of large datasets, trend analysis, and presenting results to funders and stakeholders.

- Excellent oral and written communication skills; Spanish proficiency a plus.
- Experience in relationship management, strategic planning, metrics reporting, and visual communication.
- Familiarity with alternative fuels (biodiesel, ethanol, propane, natural gas, hydrogen).
- Capacity to handle various tasks including research, drafting plans and reports, and grant administration.
- Physical ability to occasionally lift boxes weighing 20 lbs. or less.

Education & Experience:

Required:

Master's degree in sustainability, environmental studies, planning, or related field. Alternatively, a bachelor's degree and 2-3 years' experience in environmental data analysis and/or grant administration at the municipal, county, or regional level.

Demonstrated capability to manage multiple projects concurrently as well as strong communication and analytical skills are essential for success in this role.

This position can either be in-office or hybrid in-office/remote. It will require some local travel to attend meetings in the office and other locations around the CPRC region, and occasionally out-of-region. It is possible to conduct many of the required job functions remotely.

Starting Salary & Benefits:

Hiring range: \$52,074 - \$54,678

*This position is eligible for a 5% increase after serving a 6-month probation period.

Benefits: CPRC offers a generous benefits package including paid vacation and sick leave; NC Local Government Employees' Retirement System; 5% 401(k) employer contribution; 100% employer-paid health, dental, vision and life insurance; health spending account, flexible spending account for child/dependent care expenses, hybrid and flexible work schedules

Our organization:

CPRC is a member-driven organization serving as a leading resource to connect communities and enhance their strategic priority outcomes through regional policy, collaboration, and technical assistance at the local, regional, and state level. See the kind of work we do and learn read more about CPRC's vision, mission, organizational principles, core values, and strategic focus areas at www.centralpinesnc.gov.

How to Apply:

Send completed application package (cover letter and resume) by email to employment@centralpinesnc.gov with the subject Planner II – Energy & Transportation

Incomplete applications will not be considered. Position is open until filled; initial review of applications begins January 2, 2024.

All employment offers will be within the stated hiring range.

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