



REGIONAL PLANNING COMMISSION

JEFFERSON, ORLEANS, PLAQUEMINES, ST BERNARD, ST TAMMANY, TANGIPAHOA, ST. CHARLES, AND ST. JOHN THE BAPTIST PARISHES

Position: Transportation Planner

About the Regional Planning Commission:

The Regional Planning Commission's (RPC) Transportation Policy Committee is a board of elected officials, citizen members, and modal representatives that serves as the Metropolitan Planning Organization (MPO) for the New Orleans metropolitan planning area. The staff of the MPO is responsible for assisting the board in fulfilling its mandate to conduct regional transportation planning and programming.

Position Summary:

The Transportation Planner (Junior or Senior, depending on experience level at hiring) will assist the MPO in the conduct of a variety of transportation planning efforts, with a focus on fulfilling the MPO's responsibilities associated with safe and accessible transportation for all.

Work is performed under the supervision of a Principal Planner. However, the employee must be a self-starter who is able to work independently.

Responsibilities:

- Assists in the undertaking of transportation planning studies (transit, highway, bicycle, and pedestrian, etc.):
 - Study scope development
 - Management of consultant schedule and performance
 - Participation in project meetings
 - QA/QC of consultant deliverables
- Establishing relationships with state and district LADOTD engineers, public works departments, planning departments, and transportation advocacy groups.
- Management and analysis of regional transportation data:
 - Working with local partners on establishing standardized bicycle and pedestrian counting programs
 - Managing RPC's own annual bicycle and pedestrian counting program
 - Inputting data into RPC's regional transportation geodatabase
 - Visualization and analysis of data in ArcGIS
 - Hosting regular workshops with instruction on best practices in collecting walking and bicycling counts
- Assist in the development of transportation improvement plans and programs:
 - Maintain knowledge of best practices in bicycle and/or pedestrian planning and

- infrastructure
 - Assist in scoping and management of projects with bicycle and/or pedestrian planning components
 - Provide guidance and expertise in bicycle and pedestrian planning to partner agencies
 - Research and develop innovative programs that encourage policies, infrastructure, and other best practices for improving conditions and safety for all travel modes.
- Analysis of crash data to identify corridors and sub-areas that require further study for potential safety improvements and countermeasures.
- Assisting in the development and implementation of the Metropolitan Transportation Plan, the Transportation Improvement Program, and the Unified Planning Work Program.
- Assisting in or managing the development of other metropolitan planning documents as required by LADOTD, FHWA, and/or FTA.
- Researching Federal and State legislation and assistant in the preparation of grant opportunities related to transportation planning and implementation.
- Assisting local governments and organizations in understanding and navigating the federal transportation planning and funding landscape.
- Presentation of material to the RPC Technical Advisory Committee, the Transportation Policy Committee, and other stakeholders.

Knowledge:

- Foundational principles of transportation planning
- The role of the Metropolitan Planning Organization in regional and federal transportation planning
- Principles, methodology, and practices of research and data collection
- Geographic Information Systems principles and applications
- Competency at computer applications used for composition, presentation, and analysis, including Microsoft Word, PowerPoint, Excel, Access

Skills

- Competency and effectiveness at public speaking and group facilitation
- Creative problem-solving skills
- Verbal communication skills
- Effective and coherent writing ability
- Ability to maintain composure during stressful and/or unanticipated situations
- Ability to work both independently and with a team
- Attention to detail while keeping big picture, long term goals in perspective

Minimum Required Qualifications:

Master's Degree in Urban Planning, Urban Studies, Public Administration, or a related discipline, or a Bachelor's degree in a similar field with comparable experience.

Benefits:

Salary will be commensurate with relevant experience.

RPC offers an excellent comprehensive benefit package which includes State health and retirement plans, short-term disability, vision, dental and life insurance, paid vacation, sick, and holiday leave. The position is salaried and based on a 35-hour work week. It is expected that work will be conducted at the RPC office.

To Apply

To apply for this position, email a resume, brief cover letter, and a writing sample with "Transportation Planner" in the subject line to Jason Sappington at jsappington@norpc.org.

A review of applicants will begin no sooner than June 28, 2023. The position will remain open thereafter until filled.

The Regional Planning Commission is an equal opportunity employer. It is the stated policy of the Commission to provide equal employment opportunities for all persons, regardless of sex, gender identity, race, color, religion, sexual orientation, national origin, political affiliation, disability, marital status, age, creed, culture, or ancestry including, but not limited to, hiring, promotion, tenure, recruitment or compensation. The Commission shall abide by all federal and state laws and executive orders pertaining to fair employment practices.