

Senior Transportation Planner (Multimodal Focus)

Job Description

The **Senior Transportation Planner** is responsible for the development of Metropolitan Transportation Plans (MTP), Transportation Improvement Programs (TIP), specific corridor studies, safety studies, and various other plans. The role requires a self-starter who must exercise significant independence and judgment and can work collaboratively with other entities. This position will assist in all aspects of WAMPO's planning processes but will be focused on transit and bicycle/pedestrian planning.

Duties: Typical tasks and duties of the Senior Transportation Planner may include, but are not limited to the following:

General Duties

- Leads development of the MTP, studies, and planning activities.
- Assists with mapping.
- Assist in making documents easier to understand, primarily by developing reports, web-based mapping, GIS, and graphics.
- Works as a liaison between KDOT and WAMPO municipalities.
- Assists in meeting regulations associated with the Title VI Program, Environmental Justice Executive Order, and the WAMPO Public Participation Plan.
- Monitors the development of funded projects and improves efficiency of monitoring.
- Supervise direct reports, train direct reports in transportation planning, and assign tasks to direct reports.
- Reviews Traffic Impact Studies to ensure the existing road network is capable of handling the increased development-related traffic or the developer mitigates traffic impact caused by their development through appropriate infrastructure improvements.
- Gathers content and writes articles and/or informational pieces related to regional transportation news.
- Monitors grant opportunities and leads grant writing efforts.
- Builds teams of professionals from relevant agencies to assist in developing more comprehensive plans that consider multiple causes and effects.
- Assists in the development of project budgets, administers RFP process, verifies contract expenditures and compliance with laws, goals and objectives or other rules and regulations of State and/or Federal agencies.

- Provides professional planning assistance to member communities on varied transportation projects.
- Schedules and conducts meetings with advisory boards.
- Presents reports and other findings to staff, the Transportation Policy Body (TPB), the Metropolitan Area Planning Commission and Governing Bodies of WAMPO member communities.
- Evaluates operations and activities of assigned responsibilities to ensure that WAMPO projects and planning processes meet outcomes set by the TPB and the various committees of the TPB.
- Assists the Manager in preparing reports/presentations for TAC and TPB meeting agendas.
- Other tasks as assigned by the supervisor.

Multimodal Duties

- Assists local and state agencies in funding their infrastructure projects.
- Coordinates planning activities, particularly related to transit/paratransit, bicycle/pedestrian, and passenger rail planning activities in the region.
- Coordinates with Wichita Transit, the Kansas Department of Transportation, and private and public transit services, in the implementation of coordinated public transit and paratransit transportation planning activities in the region.
- Issues a call for eligible FTA 5310: Enhanced Mobility for Seniors and People with Disabilities program projects within the community. As part of this call for project, develop and facilitate a competitive selection and recommendation process for the screening of FTA 5310 projects and forms a project selection committee to recommend projects to the designated recipient/governing body(s), as required.
- Coordinates with planning partners regarding transit planning activities including attendance at the Wichita Transit Advisory Board (TAB) meetings and other Wichita Transit meetings, as needed.
- Coordinates the tasks of the Annual WAMPO Bicycle & Pedestrian Count Event, by coordinating assignments and packets to volunteers.
- Administers the automatic bike/ped count program (which is under development, as of April 2023).
- Serves as the project manager for transit and bike/pedestrian-related studies and plans.
- Works as the staff liaison for the Active Transportation Committee, United Community Transit Coalition, CTD #9, and other transit, bike/ped, or rail meetings.

Knowledge, Skills and Abilities Required:

- Proficiency with Microsoft Office, Adobe Creative Suite, and ArcGIS.
- Knowledge of methods, practices, and procedures involved in engineering, transportation planning, metropolitan planning organization operations, management, research, and data collection.
- Transit operations knowledge.
- Bicycle and pedestrian planning best practices knowledge.
- Ability to write grants meaningful to developing and building a new or renewed transportation ecosystem.
- Ability to form relevant teams of professionals and residents to develop plans.
- Ability to represent other professional staff, including the Executive Director/Transportation Planning Manager at meetings, conferences, and events.
- Ability to effectively present results of research and technical analysis in oral, written, and graphic form.
- Ability to build consensus and maintain a culture of collaboration.
- Knowledge of effective writing techniques. Ability to write clear and concise reports.
- Skill in providing customer service.
- Ability to establish and maintain effective working relationships with elected/appointed officials, associates, planning officials, and the general public.
- Ability to maintain integrity, credibility, and dedication to the mission of WAMPO.

Education and Experience Required:

FIVE YEARS of professional experience in transportation, urban planning, regional planning, public administration, or a related discipline. A Bachelor's degree, from an accredited college or university, in planning, transportation planning, or a related field is required. Experience in transit, bike, or pedestrian planning is required. A master's degree is preferred. AICP certification or other related professional certification is preferred. A valid driver's license is required.