

JOB ANNOUNCEMENT

Senior Planner

Triangle J Council of Governments
Durham, NC
Hiring Salary: \$55,740

Be part of a creative team in a dynamic & diverse region

Who We Seek

An experienced, creative individual to help us develop transportation plans and administer transportation planning programs for rural portions of the Triangle J region. The candidate must have a positive, customer-focused orientation, be able to deliver high-quality products in a timely manner and have an ability to collaborate with both internal organization staff and external local government members. We seek someone who has both the vision to help our region plan for its future and the practical knowledge to help implement those plans.

Description of Work

The Senior Planner is part of a fast-paced, multi-disciplinary organization (Triangle J Council of Governments) that is engaged in long-term, regional-scale issues and shorter-term local government member technical assistance in the areas of natural resources, resiliency, transportation and mobility, housing, aging and human services, member engagement, technical assistance, strategy/innovation, and data. The position will be responsible for the administration of the Triangle Area Rural Planning Organization (TARPO) program, which provides transportation planning services to four rural counties in the Triangle J region. The position provides transportation technical assistance to local government staff and elected officials, works with state and local staff on the development of long-range transportation plans and funding programs, and serves as staff to various stakeholder committees. The position may also be called upon to support other transportation and land use planning activities of the Triangle J Council of Governments as needed.

Knowledge, Skills and Abilities

The Senior Planner should have thorough knowledge of the principles, practices, laws, and regulations of transportation planning, and a demonstrated ability to analyze and systematically compile technical information and prepare technical reports. The candidate should demonstrate an ability to effectively evaluate the feasibility of planning alternatives in relation to trends, costs, social pressures, and needs, and to analyze and interpret planning documents and regulations. The position requires effective communication skills in both oral and written forms, including presentations to elected officials and the general public, and an ability to establish and maintain effective working relationships with elected and appointed public officials, clients, coworkers, and the general public. The position requires knowledge of the use of common programs such as Microsoft Office, Teams, and Adobe; experience using ArcGIS and developing or maintaining websites is highly desirable but not required. Independent judgment and initiative, with limited supervision, and independent project management is required in the performance of duties. Possession of a valid North Carolina driver's license is required.

Education and Experience

Required: A master's degree in planning, environmental studies, geography, engineering, or related field is required, with at least two years related experience. Candidates with a bachelor's degree in one of these fields with extensive experience and demonstrated advanced knowledge in a related field may also be considered.

Starting Salary & Benefits

Hiring Salary: \$55,740

(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.

How to Apply

1. Download TJCOC employment application at: <http://www.tjcog.org/employment-opportunities.aspx>
2. Send completed application package (cover letter, completed application and resume) by email to employment@tjcog.org with the subject Senior Planner - TARPO.

Incomplete applications will not be considered. Position is open until filled; initial review of applications begins May 4, 2022.

All employment offers will be within the stated hiring range.

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