








# UTA JOB ANNOUNCEMENT

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Utah Transit Authority is an Equal Opportunity Employer of all persons regardless of race, color, religion, sex, national origin, age, disability, covered veterans, sexual orientation and gender identity. Women, minorities and people with disabilities are encouraged to apply.

<b>Job Title</b>	<b>Strategic Planner (Req # 19-333)</b>	<b>Type of Posting:</b> Internal/External
<b>Deadline</b>	November 25, 2019 at 5:00 pm	<b>Location:</b> Salt Lake City
<b>Job Summary</b>	<p style="text-align: center;"><b><u>This is a Career-Ladder position.</u></b></p> <p><b><u>Strategic Planner I:</u></b> Provides support to transit project development activities, long range transit planning and program development including feasibility studies and alternatives analysis. Supports UTA operating business units by participating in task teams, collecting and analyzing data and preparing and presenting transit planning materials. Represents UTA on Metropolitan Planning Organization (MPO) technical committees, local planning development committees. Provides transit planning support for various transportation related studies. Reports findings and recommendations to groups inside and outside UTA.</p> <p><b><u>Strategic Planner II-III:</u></b> This position requires that the individual be able to conduct self-directed work, and lead in a team environment. Individuals in this position have demonstrated an ability to work with minimal supervision and must be able to apply general planning principles and think analytically.</p> <p>Conducts project development, system planning, strategic planning and financial programming activities. This position is responsible for the development and implementation, whether internal or through the contracting of external resources, of project scope/schedule/budget. This position may involve supervising Strategic Planner I or II, if applicable.</p> <p>This position is responsible for producing, supervising the production of, or assisting in the production of financial programming plans, agency plans, or various long range, strategic, or tactical transit studies, analyses, or projects. Conducts research and analysis activities on transit service, projects or initiatives.</p> <p>Acts as a resource to other UTA departments and external agencies, coordinating with local and federal agencies to advance and implement projects. Participates on both internal UTA and external multi-disciplinary teams as a technical planning advisor. Represents UTA in project related public involvement initiatives, and works to create positive solutions for the community. Coordinates with Metropolitan Planning Organizations (MPOs), Utah Department of Transportation (UDOT), and local governments to develop or assist in developing of transportation plans and programs. Assists or leads with the UTA portion of the Unified Planning Work Programs (UPWP), Transportation Improvement Programs (TIP) and the Statewide TIP assembled by UDOT.</p>	
<b>Minimum Qualifications</b>	<p><b>EDUCATION/TRAINING:</b> <b>This is a Career-Ladder position.</b> Bachelor's degree in Urban Planning, Transportation Planning, Engineering, Public Administration, Economic, Business, Math, or other related field. Master's degree preferred. AICP certification, ITE, Professional Transportation Planner (PTP) certificate, PE or other professional certification is preferred.</p> <p><b>EXPERIENCE:</b> <b><u>Strategic Planner I:</u></b> This is an entry level position, no previous experience required. Completion of a 6 month planning related internship (urban, transportation, municipal, environmental) is preferred. <b><u>Strategic Planner II:</u></b> Four years transit planning or two years transit planning and two years related planning. Or, Master's Degree or professional planning certification can equate to two years of related planning. <b><u>Strategic Planner III:</u></b> Eight years transit planning or six years transit planning and two years of related planning. Or, Master's Degree or professional planning certification can equate to two years of related planning.</p> <p>A valid Utah driver's license with a good driving record is required. Must be a safe driver with no more than 2 moving violations in the past 3 years and no convictions for driving under the influence of alcohol or drugs in the past 10 years.</p> <p><b>KNOWLEDGE and SKILLS</b> Knowledge of at least four - six of the areas listed below. For some openings, knowledge of specific items may be required:</p> <ul style="list-style-type: none"> <li>· GIS</li> <li>· Local general plan requirements and preparation.</li> <li>· Zoning and land use regulations</li> <li>· Transportation system planning</li> <li>· Travel demand modeling</li> <li>· Financial analysis of public agencies</li> <li>· Federal and State environmental requirements</li> <li>· Federal Transit Administration Project Development process</li> <li>· Local transportation and public works project development.</li> <li>· Transit operations and route planning relationship between land use, urban design and transit.</li> <li>· Basic statistical analysis of surveys and operations data</li> <li>· Basic administrative tools; i.e., word processing, spreadsheets and presentation software.</li> <li>· Project Management</li> <li>· Alternative Analysis</li> <li>· RFP process and general procurement rules and regulations</li> <li>· NEPA process</li> </ul> <p><b>ABILITIES</b> <b><u>Strategic Planner I:</u></b> Ability to write and edit a report chapter covering one of the areas listed above, to assist in preparing presentation materials for public meetings, to work cooperatively with customers and the general public in controversial situations, to prepare agendas for technical meetings, to manage a project up to \$50,000 dollar value. <b><u>Strategic Planner II:</u></b> Ability to direct the preparation of a report including appropriate graphics and the ability to review and edit reports in each of the areas listed as having experience in, to prepare and present plans and proposals to City Council, MPO or other decision maker forum, to represent the agency in a variety of public settings, to prepare and track task schedules and budgets for complex multi-jurisdictional studies, to prepare agendas for both technical and public meetings, to contribute to Feasibility, Corridor, or Alternatives Analysis studies, to direct work and supervise others, to develop work scope, schedule, and pricing documents, to identify and resolve issues in a timely manner, to work efficiently with minimal supervision. <b><u>Strategic Planner III:</u></b> Ability to direct the preparation of a report including appropriate graphics and the ability to review and edit reports in each of the areas listed as having experience in, to prepare and present plans and proposals to City Council, MPO or other decision maker forum, to represent the agency in a variety of public settings, to prepare and track task schedules and budgets for complex multi-jurisdictional studies, to prepare agendas for both technical and public meetings, to lead Feasibility, Corridor, or Alternatives Analysis studies, to direct work and supervise others, to develop work scope, schedule, and pricing documents, to work with Contracts department to produce procurement documents including Requests for Proposals and contracts, to identify and resolve issues in a timely manner, to work efficiently with minimal supervision.</p>	
<b>Pay Rate</b>	<b>Compensation is commensurate based on education and experience</b>	
<b>Benefits</b>	UTA offers a competitive Total Rewards Package with features to meet the needs of a diverse workforce and their families. Package includes: competitive pay; an employee health and wellness program including a free on-site clinic with no cost to employees and dependents; on-site fitness facilities; medical, dental, life, vision and disability insurance; flexible spending account; 457 retirement; pension plan; retiree medical account; transit passes for employees and dependents; tuition reimbursement; paid time off including 11 holidays/year; training development and career advancement opportunities.	
<b>How to Apply</b>	<p style="text-align: center;">Apply on our website at: <a href="http://www.rideuta.com/applynow">www.rideuta.com/applynow</a> For additional questions, please call Human Resources at 801-287-2324 To learn more and connect with UTA, please follow us on:</p> <p style="text-align: center;">      </p> <p style="text-align: center;">All UTA property is designated as Tobacco-Free</p>	