



Deputy Executive Director for Policy and Programming

CMAP seeks a Deputy Executive Director for Policy and Programming to manage staff and provide a strategic direction for CMAP's policy development and analysis activities, with an emphasis on performance-based programming for the region's transportation investments. As a member of CMAP's management team, this person will work closely with the CMAP Executive Director, Chief of Staff, Deputy Executive Directors, and Principals on overall agency strategy, the allocation of staff resources, and setting short- and long-term research agendas for CMAP's policy focus areas, including transportation, land use, economic development, housing, tax policy, and governance.

The individual in this position must have the creativity and vision to create a robust policy analysis agenda and the ability to manage diverse and highly technical work. Specifically, the Deputy Executive Director must have the ability to:

- Communicate well and clearly, distilling highly complex concepts into compelling, relevant, and understandable findings, recommendations, and presentations.
- Be a transformational leader with strong analytical, problem-solving, organizational, and interpersonal skills; supervise staff; monitor, evaluate, direct and train staff.
- Scope and oversee a diverse portfolio of agency work, including technical reports, issue briefs, and the management of committees and task forces.
- Implement transformative process improvements to CMAP's transportation programming activities through policy development, quantitative and qualitative analysis, and stakeholder outreach and deliberation.
- Analyze, distill, and communicate complex transportation finance and tax policy issues orally and in writing.
- Clearly articulate transportation policy and programming principles, be proactive in solving transportation planning and programming problems, and react to complicated and ambiguous issues as they emerge.
- Set a research and policy agenda for CMAP's work on the regional economy, including freight, manufacturing, economic indicators, and the public sector's role in local, regional, and state economic development.
- Represent the agency in diverse policy and planning settings including transportation capital project development.
- Build consensus among diverse stakeholders on complex and challenging policy issues.

Essential Functions

- Manage CMAP staff in the areas of policy, capital programming and the transportation improvement program (TIP).
- Scope and oversee CMAP core program work in policy analysis and development, performance-based programming, and the TIP.
- Oversee delivery of a large number of complex and diverse technical reports, issue briefs, and other agency work products.
- Document the agency's fulfillment of MPO transportation planning and programming requirements for the TIP, congestion management process, and long range planning activities including the financial plan.
- Oversee essential agency programming activities including the Congestion, Mitigation, and Air Quality Improvement (CMAQ) program, the Surface Transportation Program (STP), and Transportation Alternatives Program (TAP). Develop and implement policies and process improvements for these programs.
- Manage agency's approach to transportation investments in the long-range planning process.
- As a member of CMAP's management team, establish and implement the agency's strategic priorities, and be accountable for performance expectations.
- Serve as staff liaison to CMAP policy or coordinating committees, as appropriate.
- Present CMAP policy and programming work publicly in front of diverse and challenging audiences.
- Write agency issue briefs, memos, and strategic planning documents in the areas of transportation policy, economic development, and tax policy.

Reports to Chief of Staff

Required Experience

- At least five years of progressively responsible management experience in an institutional transportation environment, either at a public agency, private firm, or civic organization with a close relationship to the regional transportation planning process.
- Demonstrated professional experience in managing and overseeing public policy analysis activities and related campaigns, including but not limited to transportation policy.
- A master's degree in public policy, planning, public administration, or a related field.

Contact

Ms. Dorianne Preer, Principal

Human Resources

312-386-8672

dpreer@cmap.illinois.gov

Email résumé with cover letter and include **Job Code DDPP2014** to:

hresources@cmap.illinois.gov.

Mail résumé with cover letter and include **Job Code DDPP2014** to:

Human Resources

CMAP: Chicago Metropolitan Agency for Planning

233 S. Wacker Drive, Suite 800

Chicago, IL 60606

Emailed résumés will receive an auto receipt. Position open until filled. [The Chicago Metropolitan Agency for Planning](#) is an Equal Opportunity Employer.