



# Chicago Metropolitan Agency for Planning

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## Policy & Programming Senior Planner – Transportation (SPT112018) November 2, 2018

**Job Category:** Senior  
**Experience Required:** Minimum 5 years  
**Salary Range:** \$65,700 to \$81,453

The Chicago Metropolitan Agency for Planning (CMAP) is seeking to hire a Senior Planner to develop planning products related to transportation, freight, land use, and other topics to support implementation of the agency's newly approved regional plan, ON TO 2050. In the near term, this position will manage the agency's forthcoming Truck Routing and Community Studies while also contributing to broader transportation planning, policy, and programming efforts.

CMAP is our region's comprehensive planning organization. The agency and its partners recently developed ON TO 2050, a long-range comprehensive regional plan to help the seven counties and 284 communities of northeastern Illinois address transportation, housing, economic development, open space, the environment, and other quality-of-life issues. See [www.cmap.illinois.gov](http://www.cmap.illinois.gov) for more information, and [www.cmap.illinois.gov/about/careers#benefits](http://www.cmap.illinois.gov/about/careers#benefits) for details regarding benefits.

### Position Purpose

The Senior Planner will be responsible for management and implementation of CMAP's forthcoming Truck Routing and Community Studies, including managing consultants and completing supporting analyses. Over the next two to three years, this project will investigate truck mobility and investment needs in three of the region's industrial and logistics clusters. The project will focus on improving truck routing and delivery management, including routing for permitted loads, while balancing local quality of life and environmental justice concerns. This position will also contribute more broadly to the agency's transportation work, such as adapting to emerging transportation technology at the local level, translating freight policy recommendations into programming and project recommendations, and other issues as needed. This position will emphasize the recommendations of ON TO 2050.

### Responsibilities

The ideal candidate for this position will demonstrate knowledge about the interactions between infrastructure, land use, goods movement, and regional public policy. Preference will be given to those who possess strong ability to collect and analyze data, manage projects, including plan development, oversee consultant work, conduct outreach, and communicate findings to a broad range of audiences. The candidate should demonstrate an interest in the complex challenges addressed by long range planning. This is a new position with the opportunity to shape implementation of ON TO 2050 as well as planning and policy for North America's freight hub.

- Manages CMAP's Truck Routing and Community Studies; conducts and coordinates research, data collection and analysis, report writing, and other project tasks.
- Uses the Agency's project management methodologies and tools to manage project scope and achieve time, budget and deliverable objectives.
- Oversees the work of external contractors or consultants.
- Monitors expenditures against project budget; reviews and approves invoices; confirms work completed, deliverables, and timeliness; identifies and reports variances.
- Manage or support agency projects that analyze transportation, freight, infrastructure, economic, and other relevant public policy challenges facing northeastern Illinois and develop local- and regional-scale solutions.
- Conducts and guides outreach including coordinating, planning, attending, and/or leading meetings with external partners, stakeholders, and the general public. Establishes and maintains positive relations with community officials and representatives. Serves on committees, task forces, and other bodies to represent CMAP. Presents to CMAP committees.
- Attends internal department meetings as well as external committee meetings, outreach events, and workshops as assigned. Regular in-region travel is required. Limited out-of-region travel may also be required.
- Scopes and writes a variety of planning products, including CMAP committee memos, reports, etc.

### **Knowledge, Skills and Abilities**

- Thorough knowledge of urban and/or regional planning practice and an understanding of environmental, social, land use, transportation, and goods movement considerations in planning, with specific experience in transportation policy and planning projects.
- Demonstrated understanding and/or interest in the complex connections between transportation, development, the metropolitan economy, and regional governance and policy.
- Ability to compile and effectively communicate technical information to external and internal audiences verbally, in writing, and in presentations.
- Skills in core planning competencies.
- Successful experience as project manager in developing and managing scope, cost/budget, timeline and deliverables of projects, and use of project management tools to monitor project performance.
- Ability to establish and maintain effective working relationships with associates, community or civic leaders, public sector officials and staff, partner agencies and organizations, and the general public.
- Ability to manipulate and analyze data sources in spreadsheets, databases, and geographic information systems (GIS), generate findings from these data, and communicate results to a non-technical audience.
- Ability to work with limited supervision.
- Familiarity with the governance structure in northeastern Illinois is desired.
- Skill in managing complex stakeholder groups, including industry, elected officials, community groups, etc.

## **Education and Experience**

Master's degree with coursework in urban planning, policy, public administration, engineering, or a related field, and extensive experience in professional planning, researching, analyzing and writing, and supporting public planning projects and initiatives that may include some supervisory experience, or equivalent combination of education and experience. A minimum of five years of relevant prior work experience is required, to include three years of project management, including consultant oversight.

## **How to Apply**

Please submit cover letter and résumé via the web at [www.cmap.illinois.gov/about/careers](http://www.cmap.illinois.gov/about/careers). Please refer to **Job Code (SPT2018)**.

## **Posting End Date**

This posting will close on December 19, 2018 at 5:00 p.m. CST. All applications must be completed and submitted within that timeframe.

*The Chicago Metropolitan Agency for Planning is an Equal Opportunity Employer.*