



Chicago Metropolitan Agency for Planning

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Policy Principal **Job Code: POLP320** **March 31, 2020**

The Chicago Metropolitan Agency for Planning (CMAP) is seeking to hire a Policy Principal to oversee research and analysis related to transportation, freight, land use, and other topics to support development and implementation of the agency's regional plan.

CMAP is our region's official comprehensive planning organization. The agency and its partners are now implementing ON TO 2050, a new comprehensive regional plan to help the seven counties and 284 communities of northeastern Illinois implement strategies that address transportation, housing, economic development, open space, the environment, and other quality-of-life issues. These strategies are emphasized through three overarching principles: Inclusive Growth, Resilience and Prioritized Investment. The agency's core values that drive our work product as well as the work environment are to serve with passion; pursue equity; foster collaboration; lead with excellence and drive innovation. At CMAP we recognize that one of our greatest assets is our people. A rich diversity of cultural backgrounds, life experiences, ideas, and lifestyles represented by CMAP employees will allow us to provide the best possible service to our region. For more information on CMAP and ON TO 2050, visit www.cmap.illinois.gov/onto2050.

Position Description

The Policy Principal will be responsible for leading and/or conducting quantitative and qualitative analysis, and other research related to planning used in development and implementation of the agency's regional policy and programming activities. The principal will manage and support agency initiatives to analyze transportation, freight, infrastructure, economic, and other relevant public policy issues facing northeastern Illinois and develop applied planning and policy solutions to meet these challenges at the regional scale. Potential issues for expertise may include but are not limited to: emerging technologies, freight transportation, and transportation equity. This work would include developing reports and communicating findings and related work as apparent or assigned. The Policy Principal will supervise a team of Senior, Associate and Assistant Analysts.

Across these projects and tasks, the Policy Principal will be expected to emphasize and implement the recommendations of ON TO 2050. All candidates should demonstrate a passion to address the complex challenges addressed by long range planning.

Essential Functions

- Direct the analysis of data on transportation, emerging technologies, freight, economic, and other regional trends.
- Lead and monitor project management efforts to design work to achieve desired outcomes and meet required deadlines.

- Manage staff policy reports, policy updates, and issue briefs that explain data trends, synthesize qualitative analysis, and relate their potential impact on changes in federal, state, or local public policy.
- Engage stakeholders through project-specific interviews, presentations to relevant CMAP committees, and participation in regional groups, where appropriate.
- Manage contracts and oversees the work of external contractors or consultants, as needed.
- Manage project budgets to ensure appropriate expenditures for timely completed work and services rendered.
- Attends or leads meetings and conferences with inter-agency working groups, regional partners, or stakeholders; participates in regional groups; presents technical materials to CMAP committees and external stakeholders.

Knowledge, Skills and Abilities

- Thorough knowledge of research techniques, methods and procedure.
- Ability to lead a team to complete projects, supervise teams, resolve issues and conflicts.
- Ability to establish and maintain effective working relationships with associates and representatives of other public agencies.
- Ability to communicate effectively in oral and written form.
- Ability to analyze programs and develop recommendations for improvement.
- Ability to conduct detailed research and prepare reports and findings.
- Knowledge of technical and statistical information to review and advise on technical reports.
- Ability to prepare and effectively communicate technical information to external and internal audiences orally, in writing, and in presentations.
- Knowledge of processes and approaches to construct and maintain databases, spreadsheets, possesses other specific technical skills or subject matter expertise.

Education and/or Experience Qualifications

Required is a Bachelor's degree with coursework in public policy, urban planning, public administration, economics, engineering, data science, or related field, plus 8 years progressive experience in public policy analysis. Some supervisory experience, or an equivalent combination of education and directly relevant technical experience.

Preferred is a Master's degree with coursework in public policy, urban planning, public administration, economics, engineering, data science, or related field. Supervisory experience preferred. Salary range for this position is \$86,200 to \$106,850. Compensation commensurate with skill and experience.

How to Apply

Please submit cover letter, résumé, and 2-3 representative examples which highlight your skills via web www.cmap.illinois.gov/about/careers. Refer to **Job Code (POL320)**.

Posting End Date

This posting will be open until filled and applications will be evaluated beginning on April 12, 2020 at 5:00 p.m. CST.

*The Chicago Metropolitan Agency for Planning is an Equal Opportunity Employer
Metropolitan Agency for Planning does not sponsor H1B visas.*