

## Planner

The Capital District Transportation Authority (CDTA) is seeking a qualified individual to fill the position of Planner. In this role you will have the opportunity to apply your knowledge of transportation and transit planning to a variety of planning projects throughout CDTA's four county service area. Our ideal candidate will have a demonstrated history of successful planning project work.

Essential duties and responsibilities include:

- **Infrastructure** – Coordinate with NYSDOT, counties, and municipalities over any roadway, bridge, or any other transportation infrastructure projects that would affect service, bus stops, or street amenities. Advocate for enhancements to infrastructure to promote walking and use of transit. Ensure involvement of Safety, Transportation, and Facilities departments.
- **Development** - Advocate on CDTA's behalf for major and minor development projects in the region to be transit-oriented. This includes writing development reviews and working with municipalities, and also fostering relationships with the development community and educating them on the economic benefits that transit (as well as walking and bicycling) can bring to these organizations.
- **Land-Use / Transportation Planning Studies** – Represent CDTA and contribute to studies related to transportation and land-use with a public transit component. Advocate for CDTA's interests in these studies and ensure coordination with CDTA's own planning efforts.
- **Data Analysis** – Become lead on development of data sets for annual and monthly reports as well as periodic requests on ridership and performance. Reconcile ridecheck data with data being produced from systems and investigate discrepancies. Measure effectiveness of service standards and transit development plan statistics using software programs (which may include geographic information systems, databases, and other back office tools). Compile data for FTA compliance as necessary.
- **Transit Demand Management (TDM)** – Manage areas of TDM programs that are facilitated by CDTA. These include link passes with private carriers, guaranteed ride home, and transit pass subsidy programs. Assist the regional Metropolitan Planning Organization where needed on remaining TDM programs.
- **Transit Scheduling Support** – Provide assistance to the scheduling department. This includes support for the collection and analysis of transit data to assist in the development of alternative scheduling options that meet the diverse needs of the Authority.

### Qualifications/Qualities

- Ability to manage multiple projects in parallel, meeting schedules and delivering results within budget
- Ability to combine the right mix of planning principles and technical acumen to create solutions to planning issues
- Ability to draw together the right resources (people, process, and tools) at the right times, and the ability to motivate people to realize the benefits of their efforts
- Ability to solve problems creatively and resourcefully
- Ability to communicate represent CDTA effectively outside of the organization
- Applicable four year degree required, graduate degree preferred
- Minimum of three years experience in the described work areas

Salary Range: \$41,000-\$52,000

### Working at CDTA

CDTA provides transit services to the four county Capital Region of New York State. We provide one million trips to almost 16 million passengers per year. Demand for our services is at a historic high.

Recognized as a leader in the transit industry, we have won multiple awards for our operations projects and have been chosen as one of the Capital Region's "Best Places to Work". One of CDTA's guiding principles is to be an "employer of choice", and our 630 employees exemplify our commitment to quality and customer service. We are proud to boast many "firsts" for transit properties in New York State, including the nationally recognized first Bus Rapid Transit line in the State, launched in April of 2011. We are a very proud organization that takes its work very seriously, 365 days per year. We have high expectations for ourselves, and we applaud the many successes we have achieved.

CDTA offers competitive salaries and benefits including health, dental, vacation, tuition assistance, participation in the New York State pension system, and we support flexible schedules to meet the current demands of everyday life. CDTA also offers many other benefits including: performance based recognition, leadership training, mentoring programs, and a proven track record of career development for our employees. It is not uncommon for employees to retire with 30, 35, and even 40 years of service. CDTA is looking for team members who are interested in long-term growth opportunities that will last for many years.