



PRINCIPAL TRANSPORTATION PLANNER

The Southern New Hampshire Planning Commission (SNHPC) is seeking an experienced Principal Transportation Planner to complement our professional planning staff. The Principal Transportation Planner will work with the Commission's staff, municipalities, the New Hampshire Department of Transportation, and federal partner agencies on long and short-range regional transportation planning, project development, and special transportation studies. The Principal Transportation Planner will supervise the work of other transportation planning staff and work closely with the Executive Director and Deputy Executive Director on the development, maintenance, and administration of the SNHPC's Unified Planning Work Program.

As a regional planning agency and designated Metropolitan Planning Organization for the greater Manchester, NH region, the SNHPC prepares local and regional plans, and assists 14 member municipalities with transportation planning services.

This position requires extensive knowledge of transportation planning principles and practices, travel demand modeling, state and federal transportation planning regulations, and grant administration and management.

Education and Experience:

- Master's Degree in Urban or Regional Planning with an emphasis in transportation planning or related field and ten (10) years of progressively responsible professional transportation planning experience, or Bachelor's Degree in Urban or Regional Planning with an emphasis in transportation planning or related field and twelve (12) years of professional transportation planning experience.
- American Institute of Certified Planners (AICP) certification is desirable.

Duties and Responsibilities:

The following duties and responsibilities are not all inclusive. Other duties may be assigned on an as-needed basis.

- Lead the development of regional transportation plans including, but not limited to the SNHPC Metropolitan Transportation Plan, the SNHPC Transportation Improvement Program, and SNHPC regional project priorities for the NH Ten-Year Transportation Improvement Plan.
- Organize and staff the monthly meetings of the SNHPC Technical Advisory Committee.
- Oversee the development and practical application of the SNHPC's Regional Travel Demand Model.
- Coordinate the development of special transportation studies including, but not limited to Corridor Studies, Road Safety Audits, and Trip Generation Studies.

- Coordinate the compilation, target setting, and reporting of federally-mandated transportation performance measures for the SNHPC region.
- Review and perform quality control on transportation-related data collected by SNHPC field staff including traffic counts, vehicle classification studies, culvert inventories, and pavement condition data.
- Organize, prepare and present transportation plans, reports, and analyses to municipal boards, commissions, and the public.
- Organize and facilitate a variety of committee and public participation meetings to develop consensus on transportation plans, projects, and programs.
- Assist SNHPC municipalities and partner agencies in preparing grant applications to implement new transportation projects and studies.
- Recommend staffing assignments within the Transportation Program and coordinate activities with Transportation staffing team.

Related Skills:

- Ability to establish and maintain effective working relationships with funding agencies, stakeholders, public officials, other employees, and the general public.
- Ability to speak effectively in public settings and give public presentations.
- Ability to prepare well-written professional reports for publications and presentations.
- Ability to work independently, meet frequent deadlines, and coordinate the completion of multiple projects.
- Knowledge of regional travel demand modeling techniques and experience in the use of Cube, Synchro, and HCS software.
- Knowledge of Microsoft Access, Publisher, PowerPoint, Excel and related software tools for analysis and communication.
- Knowledge of cartographic software platforms, including ArcGIS 10.3 and extensions of ArcGIS.

Other Requirements:

This position requires a current, valid driver's license. The position requires travel throughout the region, occasional long-distance travel, and occasional night meetings.

Salary and Benefits:

The starting salary range for this position is \$66,000 to \$72,000 DOE.

The SNHPC promotes a work environment that is both personally and professionally fulfilling and encourages continued professional development in an atmosphere that allows a healthy work/life balance. The SNHPC offers competitive health and dental insurance benefits, and participates in the New Hampshire Retirement System (NHRS) pension plan.

Applying for the Position:

Persons interested in applying for the Principal Transportation Planner position should submit a cover letter, resume, and three references to:

Linda Moore-O'Brien, Office Administrator
Southern New Hampshire Planning Commission
438 Dubuque Street
Manchester, NH 03102

Or submit electronically to LMOore-O'Brien@snhpc.org with the subject heading "Principal Transportation Planner Position."

The Southern New Hampshire Planning Commission is an Equal Opportunity Employer. The position is open until filled. Applicants must be authorized to work lawfully in the United States. If hired, a Form I-9, Employment Eligibility Verification, must be completed at the start of employment.