

Planning and Policy Director



Annual Salary
\$109,108 - \$158,482





About VCTC

The Ventura County Transportation Commission (VCTC) is a regional transportation planning agency committed to keeping Ventura County moving!

If you drive, take transit, bike or walk in Ventura County, chances are, the VCTC has helped you do it. By working in close partnership with each of the cities and the County, the VCTC is ever mindful of maintaining the character of Ventura County while prioritizing transportation investments.

The Commission is committed to continually improving Ventura County's transportation system so that our residents have easy access to jobs, schools, shopping, and essential services. To that end, the Commission working with each of the cities and the county plans for, funds, and manages a wide array of activities designed to keep Ventura moving. While enhanced mobility is the Commission's goal, preserving the quality of life enjoyed by Ventura County residents underscores all that we do.



Ventura County
Transportation
Commission

The Position

Under general administrative direction the Planning and Policy Director plans, organizes, coordinates, and directs the Agency's regional and local transportation planning efforts; monitors and comments upon regional, state, and federal actions, programs, and plans; manages government relations; and does other related work as required.

The position's primary responsibility is to manage the Agency-wide planning efforts, as well as coordinating regional and local transportation planning and policy.

The Ideal Candidate

- The Transportation Commission seeks an experienced manager with exceptional leadership, interpersonal and communications skills, a deep knowledge of transportation planning, program management, and administration, has demonstrated skill in project management, contracting, scheduling and budgeting, and an understanding of governmental relations, including legislative practices, procedures, and lobbying techniques.
- Understands the principles of GIS technology, mapping, location services and operations of transportation programs and systems, including relational databases.
- Has demonstrated ability to communicate effectively in writing, orally, and with others to assimilate, understand, and convey information, in a manner consistent with job functions.
- Has the written communication skill to prepare detailed reports, plans, and specifications, policies, procedures, correspondence, and complete reliable studies and research as needed. Has the ability to make effective public presentations.
- Knows and understands applicable Federal, State and local laws, and regulations, including the public contract code and application California Public Utilities Commission regulations.
- Is an experienced mentor with strong leadership and employee development skills, able to negotiate and communicate effectively with diverse groups of stakeholders, and approach organizational issues strategically.
- Maintains a professional and approachable demeanor, be innovative, and recommend and pursue options that are unique, effective, and viable.
- Has demonstrated experience with achieving goals and objectives through the coordination and collaboration of subordinate staff, while fostering continuous improvement and innovation.

Salary and Benefits

The salary range for this position is \$109,108 - \$158,482 annually. Salary depends on qualifications. VCTC offers a comprehensive benefits package, with the key provisions as follows:

Employer provided:

- **Vacation:** accrued at 80 hours/year, increasing with VCTC service
- **Sick leave:** accrued at 8 hours/month
- **Holidays:** 9 holidays (72 hours) & 3 floating holidays (24 hours) per year
- **Administrative leave** at 40 hours/year
- **Health insurances** including medical, dental and vision benefits are available under group plans. VCTC pays the premiums for eligible family members.
- **Employee Assistance Program**
- **Educational Reimbursement Program**
- **Long term Disability, Life, AD&D Insurances**
- **State Disability Insurance (SDI)**
- **Cell phone allowance** of \$75 a month
- **PERS Miscellaneous formula**
Classic members: 2% @ 60/
New" members: 2% @ 62
- **VCTC does not participate in Social Security** but is in Medi care

Optional benefits:

- **Deferred Compensation Savings Plans (457), Flexible Spending Account**

Ideal Candidate cont.

- Is a collaborative leader comfortable making appropriate independent decisions and will be successful in motivating and engaging others while fostering integrity and honesty.
- Takes responsibility for critical activities, the incumbent will show strength of character and will exercise excellent judgment, think analytically and act strategically.
- Possesses exceptional management skills and be able to delegate effectively while holding staff accountable.
- Is an experienced professional who will assist with continuing to move the Transportation Commission forward by providing clear direction to staff while engaging and building relationships with partner agencies and the public.

Requirements

Any combination of experience and training that would provide the required knowledge, skills, and abilities would be qualifying. A typical way to obtain the knowledge, skills, and abilities would be:

Education

A bachelor's degree from an accredited college or university with major coursework in business administration, public administration, transportation planning, environmental studies, political science, public policy, or a related field. A master's degree in one of those fields is highly desirable.

Experience

Incumbents must have a minimum of five (5) years of progressively more responsible professional-level transportation planning experience, including at least two (2) years in a supervisory capacity.



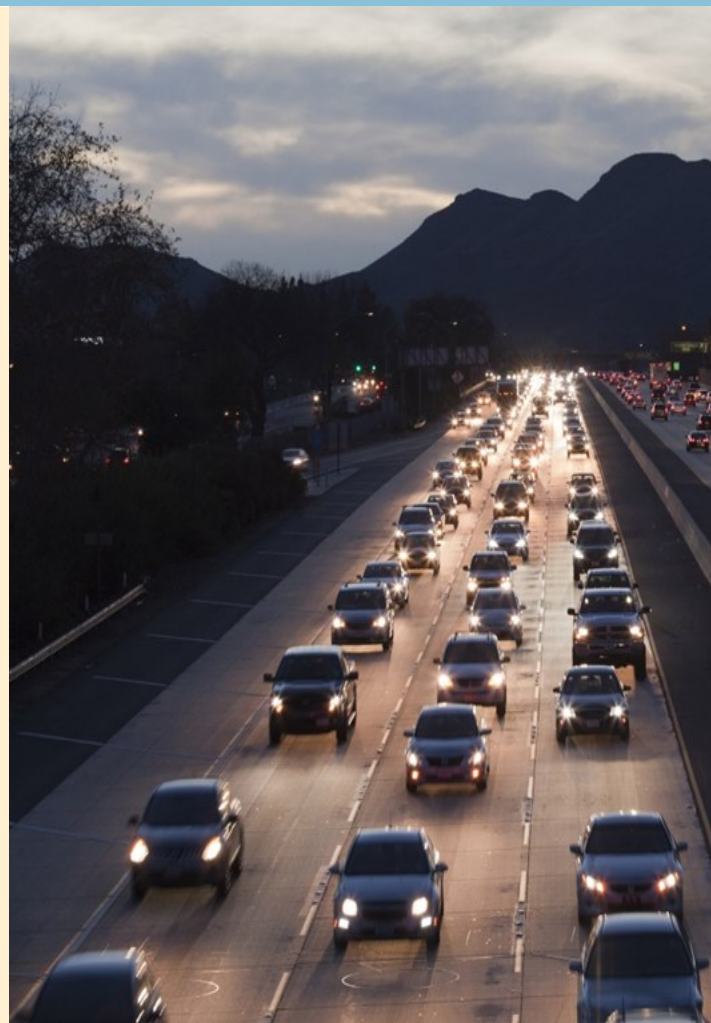
The Selection Process

If you are interested in this exciting opportunity, please visit our website at: <https://www.governmentjobs.com/careers/rgs/clientrecruit/jobs/2519866/planning-and-policy-director-for-the-ventura-county-transportation-commission?pagetype=jobOpportunitiesJobs>

Deadline to Apply - August 25, 2019, 11:59 PM PST

Applications must be filed online by no later than 11:59 p.m. PST on the final filing date. RGS will evaluate each applicant's qualifications based solely on the information provided on the application. Failure to fully complete the application, supplemental questions and submit a letter of interest and resume may eliminate you from consideration. A resume is not a substitute for completing the application.

Additional inquiries about the position may be directed to Kay Randolph-Pollard at krandolphpollard@rgs.ca.gov. Neither Regional Government Services nor VCTC are responsible for failure of internet forms or email transmission in submitting your application. Candidates with a disability who may require special assistance in any phase of the application or selection process should advise RGS by emailing krandolphpollard@rgs.ca.gov.



The Ventura County Transportation Commission is an Equal Opportunity Employer

Recruitment services provided by

Regional Government Services

Kay Randolph Pollard

650.587.7314

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