



April 16, 2020

**THURSTON REGIONAL PLANNING COUNCIL
JOB ANNOUNCEMENT**

**COMMUTE TRIP REDUCTION/
TRANSPORTATION DEMAND MANAGEMENT PLANNER
(ASSOCIATE PLANNER)**

Are you wondering how the current health crisis has affected travel behavior? Do you like working with state and local partners on commute alternatives? Thurston Regional Planning Council (TRPC) is seeking a Commute Trip Reduction Program Manager at the Associate Transportation Planner level to join our well-regarded team. This is an opportunity to work on a variety of programs and projects related to commute trip reduction, active transportation and transit, in a positive, well-supported environment. This position is funded for one-year, with opportunities for extension based on state funding. For more information visit www.trpc.org or phone (360) 956-7575. This position will remain open until filled. Applicants are encouraged to submit their application by May 14th.

ABOUT TRPC

TRPC is located in Olympia, Washington, approximately one hour south of Seattle and two hours north of Portland, Oregon. Residents of the region enjoy a high quality of life and reasonable cost of living amid beautiful natural surroundings. With a current county-wide population of around 286,000, we are one of the fastest growing regions in Washington, making our area an exciting place for regional planning.

TRPC is a Regional Transportation Planning Organization, council of governments, and Metropolitan Planning Organization governed by a 23-member intergovernmental board. The agency is non-regulatory with a mission to *“provide visionary leadership on regional plans, policies, and issues.”*

IDEAL CANDIDATE

The ideal candidate will have:

- Demonstrated program/project management experience.
- Diverse experience in public engagement; working with multiple partners and stakeholders; and working directly with boards or councils.
- Strong communication and collaboration skills.
- Comfort with ambiguity and the flexibility to adapt to change.
- A strong desire to serve the public interest.
- A genuine interest and curiosity of transportation alternatives.
- Master’s degree.

EDUCATION and EXPERIENCE

The candidate will have, at a minimum:

- Three years of experience in transportation outreach or planning.
- One year of program or project management.
- A bachelor's degree.

OR

Any demonstrated combination of experience and education, which provides the applicant with the required knowledge and abilities.

THE POSITION

TRPC currently has a staff of 20, with six planning staff, as well as administrative, outreach, GIS and transportation modeling specialists. The successful candidate will work within our team structure to manage and support a variety of programs/projects, mainly related to commute trip reduction, active transportation, and transit. Examples include:

- Thurston Region Commute Trip Reduction Program.
- Targeted Telework and Alternative Work Schedule Programs.
- ruralTransit Program.
- Support for partner Safe Routes to School Programs.
- Multimodal and Commute Trip Reduction Plan.

A successful candidate could expect to:

- Work under minimal supervision.
- Serve as a working program/project manager.
- Work within a team environment.
- Juggle multiple tasks and competing deadlines.
- Communicate and interact with staff at public, private, and non-profit organizations and the public.

COMPENSATION

TRPC provides generous annual leave and employer-paid medical and dental coverage for its employees. The agency is a member of the Washington State Public Employees Retirement System. TRPC supports commute trip reduction measures such as telework, compressed work weeks, and flexible schedules. Hiring range for the position is \$5,597– \$6,989 per month depending on qualifications.

TO APPLY

Find full application information and materials on the agency's website at www.trpc.org, or phone Thurston Regional Planning Council at (360) 956-7575. Email application materials to HR@trpc.org, or mail or hand deliver to 2424 Heritage Court SW, Suite A, Olympia, WA 98502. Thurston Regional Planning Council is an Equal Opportunity Employer and encourages diversity throughout the organization. If special accommodations to apply for this position are needed, please telephone and ask for our ADA Coordinator. For TDD users, please use the State's toll-free relay service by calling (800) 833-6388 and ask the operator to dial (360) 956-7575.

To be considered, applicants must submit all the following:

1. Letter of interest that addresses how your education, experience, knowledge, and abilities make you an ideal candidate for the position.
2. Resume.
3. Completed TRPC application.

During the recruitment process, applicants may make inquiries by e-mail to HR@trpc.org. The most qualified applicants will be invited to take part in an interview process.

Reference and criminal background checks are part of TRPC's recruitment process, subject to state law.