



Northern Arizona Council of Governments (NACOG)
is seeking a highly qualified and motivated individual

MOBILITY MANAGEMENT PLANNER

Salary Range: \$21.83—26.19/ hour

FLSA Status: Exempt

Benefits Include: Free health, dental and vision; Arizona State Retirement (ASRS);
Vacation, holiday, and sick pay

Position Summary

Working under general guidance, the Mobility Management Planner is responsible for planning and coordinating resources to improve the availability and accessibility of transportation services for persons with disabilities, aging adults, and individuals of lower income. This is a funding-dependent position requiring significant travel and relationship development amongst diverse state, regional, local organizations .

Essential Duties & Responsibilities Include:

- Develops strategies to fund and implement public transportation in rural areas
- Coordinates federal and regional transportation grant programs
- Cultivates partnerships between multiple governmental and non-governmental organizations
- Contributes to the development and management of the Transportation Investment Plan (TIP), Coordinated Mobility Plan (CMP), Five-Year Transit Plan, and other Plans and/or Studies
- Convenes, facilitates, and leads public meetings, committees, work groups, and task forces
- Performs regional transit asset management
- Designs, organizes and delivers training
- Represents organization and partners in federal, state, and regional advisory committees
- Provides technical assistance to community stakeholders
- Conducts surveys, focus groups, data analysis, and research
- Conducts and analyzes complex qualitative and quantitative research of data and policy
- Develops and manages databases
- Provides exceptional customer service to stakeholders
- Prepares and delivers oral and written presentations, project reports, and summaries for staff, committees, governing boards, civic groups and general public
- Other related duties as assigned

Education and/or Experience Requirements:

Experience and training equivalent to a Bachelor's degree in urban planning, transportation planning, public administration or a related discipline, and four (4) years of progressively responsible professional work with in public transportation, human services, or other relatable field demonstrating independent decision-making and working knowledge of accessible transportation. A Master's degree in related field may substitute for one (1) year of professional experience. An equivalent combination of related education, training and experience that demonstrates the knowledge, skills and ability to effectively perform the functions of this position may be considered .

Required Knowledge, Skills, & Abilities:

- Knowledge of planning principles, tools, and techniques
- Knowledge of Code of Federal Regulations (CFRs) and State Statutes applicable to public transportation
- Knowledge of American with Disabilities Act (ADA) and its specific applications to public transportation
- Demonstrated skill in working with governmental organizations and non-profit organizations
- Ability to work without direct supervision and to exercise independent judgment and/or action
- Outstanding organizational and communication skills
- Ability to collect, analyze, and interpret data to develop effective goals, objectives, and strategies
- Ability to present ideas clearly and concisely, both orally and in writing
- Working knowledge of personal computers and ability to develop and manage spreadsheets, e-mail, internet tools, database, word processing, and info-graphics
- Ability to maintain effective working relationships with people of varied social, cultural, and educational backgrounds
- Ability to resolve conflict
- Ability to read and understand planning documents and standards
- Ability to work a flexible schedule that may include evenings, weekends and overnight travel
- Ability to maintain strict confidentiality
- Ability to work independently or within group atmospheres

Physical Demands and Work Environment

Extended periods sitting at a table, desk or workstation with use of a computer; normal visual acuity and field of vision; hearing, speaking and color perception; work involves periodic bending, stooping, reaching, standing and walking; requires dexterity in operating office machines and equipment; periodic need to carry items for short distances weighing up to 25 lbs. Periodic fieldwork in varying environments. Frequent travel as necessary within or outside the region up to eight (8) hours per day via automobile or other mode of transportation.

Reasonable accommodation may be made to enable individuals with disabilities to perform the essential functions of this position.

NACOG is an Equal Opportunity Employer and Committed to Workplace Diversity

In order to apply and be considered for an interview,
you must complete a NACOG Employment Application.

Applications can be obtained:

In person: NACOG, 119 E. Aspen Ave, Flagstaff, AZ 86001

Online: <https://nacog.org/departments/Human-Resources/page/employment-opportunities.html>

Call: Human Resources at 928.213.5234