

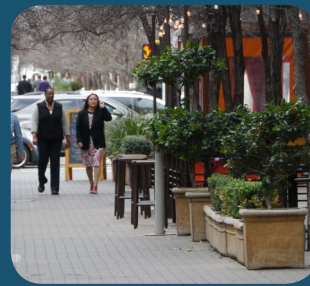


**RECRUITMENT:**  
**CITY OF AUSTIN'S TRANSPORTATION**  
**DEPARTMENT ASSISTANT DIRECTOR,**  
**TRANSPORTATION PLANNING**

**The City of Austin is seeking a highly experienced leader with expertise in transportation and urban planning to implement new urban planning initiatives and create innovative solutions to achieve a connected, livable and affordable community across a full range of multi-modal transportation options.**

This recruitment brochure provides background information on the City of Austin and the Assistant Director position. It specifically outlines the important qualifications for the position. The brochure will be used as a guide in the recruitment process, providing specific criteria by which applications will be screened and individuals selected for final interview and appointment consideration.

*Please note: Identities of recommended candidates and interviewees for this position are subject to public disclosure and release in accordance with applicable regulations, practices, and the Texas Open Records Act.*



## ABOUT THE POSITION

Under the direction of the Director of the Transportation Department, the Assistant Director, Transportation Planning will oversee the following department divisions: Traffic Engineering, Systems Development; Active Transportation and Street Design, and Special Events. This position will serve as the primary contact with the Capitol Area Metropolitan Planning Organization (CAMPO) to assure the City remains in a strong position to pursue significant federal grant opportunities. This position will work closely with regional and state transportation partners to achieve regional mobility policies and goals. The Assistant Director will have responsibility for Safety Improvement Program, Development Review, Traffic Congestion Action Plan, part of our City's Vision Zero campaign and other safety related programs. This position currently oversees 46 full time and 11 temporary employees with a current budget of \$6.5 million. The FY 2017 – 2018 budget will increase to \$10 million and 57 full-time employees, interns and temporaries and 10 additional staff through an augmentation contract.

The Assistant Director of Transportation will bring an understanding of cutting edge technologies to address mobility, safety and environmental challenges for residences by promoting new urban planning initiatives that encourage alternative modes of transportation and that use technology and data to increase the efficiency of our existing limited system capacity. Austin has enjoyed a robust and diverse economy for the past 10 years, with economic indicators regularly exceeding national averages. As a result, Austin is one of the fastest growing cities in the country with a 2.9% increase in population annually. The ideal candidate will bring innovative ideas that use technologies to improve current and future planning initiatives across all modes. The Assistant Director will continue to advance Austin as a place where the community safe, sustainable, accessible and equitable transportation choices that support a more livable, affordable and vibrant quality of live.

The Systems Development Division is responsible for long-range transportation planning, overseeing the update and implementation of the City's transportation plan, the development of a Street Impact Fee Program, the development and implementation of the State-required City of Austin Non-Radioactive Hazardous Materials Routes, , the updating of Transportation Criteria Manual, the City's Air Quality Program, capital project development, and the data management for these programs including the Comprehensive Transportation Network dataset. The Division also includes the City's Transportation Demand Management (TDM) Program consisting of multiple organizational, community and regional TDM programs, including Smart Trips Austin.

The Active Transportation and Street Design Division is responsible for planning, designing and delivering complete street improvements to better serve people of all ages and abilities as they drive, walk, bike or take transit in Austin. The Division coordinates with other divisions within the

department for engineering support and project delivery. Projects include delivery of the 2016 Local Mobility bond bikeways projects, multimodal street design in coordination with street maintenance and other projects, pedestrian crossings and support of transit speed, reliability and access. This division is also responsible for the coordination of the City's Vision Zero Initiative, the Bike Share program and provides staff support for the Bicycle Advisory Council and the Pedestrian Advisory Council.

The Traffic Engineering Division assists in the mission of delivering a safe, reliable, and sustainable system that enhances the environment and economic strength of the region. Traffic Engineering provides technical assistance to citizens' requests for installation and modification of traffic control devices, traffic calming, and innovative intersections; identifies and implements improvements to enhance the safety, mobility, and quality for all road users with its Transportation Safety and Review Program; and provides technical expertise for special events, multi-agency projects, and Mobility Bond programs. The Traffic Engineering Division represents the office of City Traffic Engineer, as delegated by the Director.

The Office of Special Events is an inter-departmental partnership with the City Manager's Office, Austin Police Department, and Austin Fire Department. Transportation staff participating in this partnership facilitate more than 250 within the public right-of-way. Such events as SXSW, Austin City Limits, Formula 1 Races, and Trail of Lights draw people from all over the world to enjoy Austin activities. Challenges addressed by this Division include moving event goers from downtown Austin to other parts of the city, developing and reviewing traffic plans to reduce street closures and delay, increasing coordination with public and private transit operators, and assuring the safety of event goers.



## THE AUSTIN TRANSPORTATION DEPARTMENT

The mission of the Austin Transportation Department (ATD) is to deliver a safe, reliable, and sustainable multimodal transportation system that enhances the environment and economic strength of the region for residents, businesses and visitors, while conducting business in a customer-focused and transparent and ethical manner.

ATD seeks to meet the multimodal mobility needs of the community, improve safety for all transportation users, reduce traffic congestion through traffic revisions and efficiency improvements, provide more transportation choices, reduce the number of vehicle-miles traveled within the city and expand the use of alternative-fuel vehicles to address environmental and energy-related issues caused by transportation.

ATD works with other City departments and partners in the Central Texas region to design, plan for and construct mobility and safety improvements on our region's transportation systems. ATD is responsible for the following aspects of transportation, mobility and safety in Austin:

Traffic engineering, traffic and pedestrian signals, roadway signs and markings, corridor mobility improvements, regional mobility improvements, arterial congestion and crash risk mitigation, the Advanced Transportation Management System, transportation demand management, ground transportation service regulation, on-street parking, parking meters, City-owned parking lots and garages, transportation systems planning, the active transportation network, permitting and coordination of special events in the City's right of way, permitting and coordination of construction or maintenance in the City's right of way, traffic calming, travel time monitoring, the City's Complete Streets Policy, air quality, smart transportation technology and more.

## AUSTIN CITY GOVERNMENT



The City of Austin has a workforce of more than 13,000 full-time employees and is a progressive, dynamic, full-service municipal organization operating under the City-Manager form of government. In 2014, the Austin City Council completed a transition to a 10-1 structure whereby the Council is elected from 10 single member districts, with the Mayor elected at large. The Mayor and Council Members may serve in their respective seats for a maximum of four years and two consecutive terms.

The City Council appoints the City Manager who is the chief administrative and executive officer of the City. The City Council and City Manager are committed to their mission of delivering the highest quality services in the most cost-effective manner. Austin strives to be the most livable and best-managed city in the country.

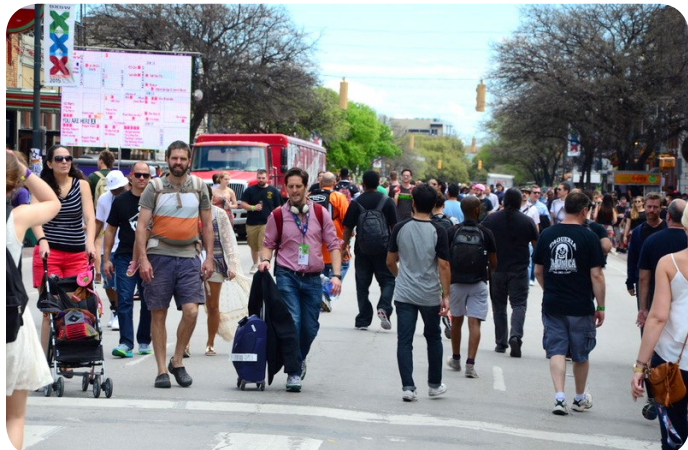
## ABOUT AUSTIN

Austin, Texas has a population of 865,000, making it the 11th largest city in the country. This vibrant and dynamic city tops numerous lists for business, entertainment and quality of life. One of the country's most popular, high-profile "green" and culturally dynamic cities, Austin was selected as the #1 Best Places to Live (US News and World Report 4/2017), # 5 Top 25 Future-Ready US Cities (Convention Management's Association Convene Magazine, 2/2016) "Best City for the Next Decade" (Kiplinger), the "Best Places to Live in the US" (US News), the "Top Creative Center" in the US (Entrepreneur.com) and is #1 on the "On Numbers Economic Index" as the fastest growing economy.

Austin continues to lead the country with its vision of being the "Most livable City in the country," emerging as a player on the international scene with such events as SXSW, Austin City Limits, Formula 1 and being home to companies such as Apple, Samsung, Dell, Google, IMB and Seton Healthcare. From the home of state government and the University of Texas, to the "Live Music Capital of the World" and its growth as a film center, Austin has gained worldwide attention as a hub for education, business, health and sustainability. Stunning Hill Country vistas, wildflowers in bloom, and an outdoor lifestyle have made Austin one of the nation's fittest cities.

The City offers a wide range of events, from music concerts, food festivals and sports competitions to museum displays, exhibits and family fun. Austin is also home to a wonderful ballet, world-class museums, one-of-a-kind shopping, and beautiful outdoor spaces. You can just as easily spend your morning paddling the lake as you can strolling through a celebrated history museum.

Located at the edge of the Texas Hill Country -- rolling terrain of limestone bluffs, springs, rivers and lakes -- Austin's temperate climate is ideal for year-round jogging, cycling, hiking on the City's many trails or swimming at Barton Springs or one of the area's many other swimming holes. There are a number of excellent golf courses in the area as well as excellent opportunities for rowing, kayaking, canoeing, camping, rock climbing, disk golf, mountain biking, fishing and more. Austin has something for everyone.





## **THE IDEAL CANDIDATE**

The ideal candidate will have experience in the following areas:

- Bachelor's degree in Engineering, Urban Planning, Economics, Public Administration, or a related field with 5 years of supervisory/management experience.
- Demonstrate an understanding of traffic management and the design of transportation system improvements; and the analysis, review and application of traffic safety impact studies, and improvement projects through state-of-the practices and traffic engineering operations concepts, and principles.
- Demonstrate an understanding of urban transportation planning, Vision Zero, Complete Streets concepts, and knowledge of the National Association of City Transportation Officials (NACTO) design guides to create safer, more inviting streets that encourage walking, biking transit and public space.
- An understanding of Smart Cities concepts that promote livability, workability, and sustainability, the development of public and private partnerships to build cities of the future; the coordination and support of the public engagement process and the use of data collection to develop smart –city solutions via innovative technology projects.
- Executive or senior manager and visionary with a proven record of accomplishments within a highly progressive transportation organization that can provide key management assistance to the Director and the City Management team.
- Demonstrated ability to provide strategic leadership, to “see the big picture”, to develop and design relevant services for citizens by using data analytics to better understand the needs of the community to serve and improve living standards for all.

## **The preferred candidate will:**

- Have an advanced degree (Masters or Doctorate) in Engineering, Urban Planning, Economics, Public Administration, or a related field with six (6) years of management experience, two of which would include supervision of multiple employees.
- Hold a State or National Certification/license related to Planning (American Institute of Certified Planners, AICP), Engineering (Professional Engineer/P.E. License), certified Economist, etc.
- Experience in traffic management, strategic transportation planning and project development, transportation demand management, bicycle and pedestrian planning, creative placemaking, street scape enhancement, vision zero special events management, and financing and implementation of programs

- Experience and expertise in leading organizational change, developing and mentoring staff, fostering creative problem-solving and accountability and in evaluating departmental structure, staffing, and operations, with a desire to maintain and enhance a highly-responsive, creative, high-morale workforce.
- Have experience in budgeting and fiscal planning, forecasting, and reporting, statistical analysis and in leveraging and overseeing multi-modal transportation funds from public or private organizations
- Experience in developing mobility related measures of effectiveness and experience in tracking performance for a mobility portfolio.
- Possess strong presentation skills with the ability to work in a politically sensitive environment and convey complex and technical information to elected officials, stakeholder groups, boards and commissions, and City staff.
- Present a collaborative personality, with strong negotiation skills, high approachability and a passion for working with the community, boards, commissions, and public/private organizations.
- Have experience leveraging multi-modal transportation funding opportunities to acquire Federal Transportation Grant opportunities from US/State Department of Transportation, Energy or private foundations subsidize local projects
- Have a record of innovation to address policy issues creatively, understand departmental goal and objectives, and ability to measure outcomes and educate staff and public on transportation planning issues and future urban planning initiatives

## **REQUIRED EDUCATION AND EXPERIENCE** (Subject to change with new JD)

Bachelor's degree in Engineering, Business or Public Administration or related field and five (5) years supervisory/management experience in engineering, planning, transportation or public administration. Position requires either licenses or certification as a professional engineer, American Institute of Certified Planners or a related certification.

## **COMPENSATION AND BENEFITS** Salary is commensurate with qualifications.

The benefit package includes medical, dental and vision coverage, life insurance in the amount of base salary, optional supplemental life insurance, short term disability coverage at no cost, flexible spending accounts, an award-winning wellness program, a legal plan, two childcare programs, compensated leave programs and commuter transportation through Capital Metro Transportation and other services. The position participates in the City of Austin Employee's Retirement System.

Relocation benefits will be available to the successful candidate. Residency within the City of Austin city limits is encouraged but is not required.

## HOW TO APPLY

**Interested candidates should apply online by **August 20, 2017** at the City of Austin employment website: [www.austincityjobs.org](http://www.austincityjobs.org). Search for requisition #COA59993.**

Applications will be screened in relation to the criteria outlined in this brochure. Candidates deemed to have the most relevant qualifications will be invited to interview. The City anticipates making an appointment to the positions following final interviews and the completion of reference and background checks to be coordinated with the successful candidate.