

## Transportation Planner

Cross County Connection seeks a full-time Transportation Planner. Cross County Connection is the designated Transportation Management Association (TMA) for the seven-county southern New Jersey region: Atlantic, Burlington, Camden, Cape May, Cumberland, Gloucester and Salem. Cross County Connection assists local governments, businesses, schools, social services organizations, and residents to create equitable, safe, and environmentally sustainable transportation options in South Jersey.

The Transportation Planner will represent Cross County Connection at municipal and county meetings, participate on regional and statewide steering committees and attend other meetings, as necessary. Cross County Connection's clients include municipal and county governments, state agencies, metropolitan planning organizations and private sector employers. Technical projects encompass urban, suburban and rural areas within South Jersey's seven counties.

The successful candidate will be a self-starter who can work independently with initiative and creativity to move projects to completion. The Transportation Planner's primary responsibilities will include implementing Cross County Connection's community shuttle and transit program. The transportation planner will also assist other staff with various projects and programs including, bicycle and pedestrian planning, Complete Streets demonstration projects and Pedestrian and Bicycle Road Safety Audits. This position reports directly to the Program Director.

Primary projects include:

- Community Shuttle Bus/Transit Planning:
  - Bus service planning tasks such as route design and scheduling
  - Ridership data collection and analysis to evaluate shuttle service performance.
  - Develop and conduct shuttle ridership surveys. Analyzing data and prepare reports.
  - Apply ridership, demographic, and passenger survey data to inform the planning of new shuttle routes, and revising existing routes
  - Serve as a liaison between NJ TRANSIT, local governments, shuttle service operators, and other stakeholders by attending meetings and serving on steering committees
  - Provide customer support to the general public seeking public transit route information.
- Assist marketing department with preparing educational programs and materials covering public transit in South Jersey
  - Assist marketing staff with conducting Transit Travel Training program at off- site locations
  - Update transit route (bus, rail, shuttles) information in preparation for revisions to Cross County Connection's *South Jersey Transit Guide*

Cross County Connection has a small staff (12 positions; 5 planners), therefore the Transportation Planner will also assist other staff planners with projects, as the need for additional assistance arises or new projects come on-line. These projects may include:

- Pedestrian and Bicycle Road Safety Audits
- Pedestrian and bicycle planning
- Complete Streets Demonstration projects/tactical urbanism
- Safe Routes to School Student Travel Plans
- EV charging station planning and fleet conversion
- Other sustainable transportation-related projects, as they occur

## Requirements, Desired Knowledge and Skills

- Degree in Urban & Regional Planning or related degree. Master's degree preferred.
- Minimum of two years of professional planning experience; internship experience is acceptable.
- Knowledge of the principles and concepts associated with developing effective public transit services.
- Knowledge of the principles, practices and techniques of planning including sustainable transportation practices.
- Knowledge of principles, methodology, practices of research and data collection.
- Excellent research, analytical, writing and public speaking skills.
- Knowledge of computer programs and applications, including Microsoft Office. Strong proficiency in the use of Excel spreadsheets and ability to use internet-based data sources. Knowledge of Adobe Creative Suite preferred, but not required.
- Ability to work on several projects simultaneously and meet deadlines.
- Ability to interact with a diverse constituency.

## Compensation

Cross County Connection offers a competitive salary based on experience.

## Benefits

Cross County Connection recognizes that our employees are our most important resource. Our commitment to our employees is reflected in our generous benefits package:

- Flexible work schedule options
- Remote work option (3 days in Marlton office; 2 days remote)
- Healthcare benefits
  - Paid medical insurance for employees and eligible dependents
  - Employer funded Health Reimbursement Account to cover medical insurance deductibles for employee and eligible dependents
  - Paid dental insurance for employees and eligible dependents
  - Paid vision insurance for employees and eligible dependents
- Retirement Plan with employer contribution ranging from 3% to 5%
- Group life insurance and long term disability insurance
- Paid leave (vacation, sick and personal)
- Paid holidays
- Employer paid registration fees to sit for AICP and NJ Professional Planner exams
- Employer paid annual APA and AICP dues and NJ Professional Planner license fees

## To Apply:

Please email cover letter and resume to [careers@driveless.com](mailto:careers@driveless.com).

**Additional Information**

Applicants must have a valid driver's license, reliable personal vehicle and valid vehicle insurance to travel to meetings and conduct field work. Mileage reimbursement will be provided.

Applicants must have the ability to work in Marlton, NJ office at least three days per week (Monday – Friday) and have access to reliable internet and personal computer/laptop if participating in remote work program (maximum 2 days per week, Monday – Friday). This position may sometimes require attending meetings and/or events outside of typical work hours or on weekends.

Applicants must be a United States citizen or permanently authorized to work in the United States on a full-time basis without the need for an employment-based visa sponsorship now or in the future.

**Equal Employment Opportunity Policy**

Cross County Connection TMA, Inc. provides equal employment opportunities to all employees and applicants for employment and prohibits discrimination and harassment of any type without regard to race, color, religion, age, sex, national origin, disability status, genetics, protected veteran status, sexual orientation, gender identity or expression, or any other characteristic protected by federal, state or local laws.