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## LEAD PLANNER - LRTP COORDINATOR

\$73,164 - \$117,062 ANNUALLY  
PLUS EXCELLENT BENEFITS

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The Palm Beach TPA is seeking a dynamic planning professional to join the team responsible for collaboratively planning, prioritizing and funding the transportation system of Palm Beach County, FL.

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### The Position

The Lead Planner and Long-Range Transportation Plan (LRTP) Coordinator oversees the development of the 25-year vision plan for the Palm Beach TPA and the selection and implementation of multimodal projects on state roadways within Palm Beach County.

Primary responsibilities include overseeing the LRTP, administering the State Road Modification Program, managing infrastructure data and supporting performance measure data, overseeing travel demand modeling, supporting regional planning; monitoring freight logistics, administering the TPA's Technical Advisory Committee (TAC); and performing other tasks as detailed at [PalmBeachTPA.org/jobs](http://PalmBeachTPA.org/jobs).

Work is performed with a high degree of independence under the general or limited supervision of the Deputy Director of Program Development.

### Candidates

Successful candidates will have four (4) or more years of professional planning experience and a Bachelor's Degree in urban/regional planning, transportation engineering, or a related field or an equivalent combination of education and experience.

Ideal candidates will:

- Demonstrate understanding of long-range planning, including prediction of travel demand, forecast of financial resources, and selection of eligible projects.
- Be familiar with Complete Streets, vision zero and other safety initiatives, and the ability to construct multimodal projects consistent with Florida design standards.
- Possess excellent oral and written communication skills, including the ability to present complex information in readily understandable plans and reports;
- Be skillful using computer systems including ArcGIS and other databases, travel demand modeling platforms, Adobe Creative Suite and Microsoft Office Suite;
- Possess a related graduate degree and/or AICP certification;
- Be committed to effective working relationships with people of diverse cultural and linguistic backgrounds without discrimination; and
- Have experience working with a Metropolitan Planning Organization.

### Benefits

The TPA offers a competitive salary and excellent benefit package including ample paid leave and TPA-funded insurance, retirement, transportation and tuition reimbursements.

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### About the TPA

The TPA is the federally designated Metropolitan Planning Organization for Palm Beach County, Florida, providing the forum that brings county commissioners, city officials, seaport commissioners and transportation professionals together to implement a safe, efficient, connected, and multimodal transportation system. *Come join our team!*

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### To Apply

Applicants must submit a cover letter, resume, samples of completed work and completed application (available at [PalmBeachTPA.org/jobs](http://PalmBeachTPA.org/jobs)) to [humanresources@PalmBeachTPA.org](mailto:humanresources@PalmBeachTPA.org).

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### Detailed Duties & Responsibilities

- Lead the development, implementation, and amendment of the TPA's LRTP, including all necessary backup materials to support adoption and amendments.
  - Administer annual updates to TPA's State Road Modification priority list, development of project selection criteria, and monitoring of selected projects from inception to implementation.
  - Maintain an accurate GIS database of all transportation related infrastructure and support federally required performance measure data.
  - Perform routine analysis of the state roadway system to recommend projects that advance the TPA's vision toward selected performance measure targets.
  - Lead the TPA's activities related to travel demand modeling, including socioeconomic data forecasting within a GIS data system and selection and coding of desired and cost feasible projects.
  - Lead the TPA's coordination with regional partners in the development of the Southeast Florida Regional Transportation Plan (RTP), including participation in regional committees.
  - Facilitate monitoring and analysis of local freight and logistics systems and participate in the development and update of the regional freight plan.
  - Serve as the staff liaison and administer the TAC, to include agenda and backup preparation for monthly meetings and special subcommittee meetings as required.
  - Manage consultant contracts and/or work orders to implement assigned roles and responsibilities.
  - Prepare and present agenda items for monthly board meetings and advisory committee meetings as required.
  - Prepare and make presentations to outside agencies and the public.
  - Review projects on state roadways for multimodal infrastructure and environmental impacts to support the TPA's vision and objectives.
  - Provide the general public and other agencies with transportation planning related information and technical assistance.
  - Provide technical and advisory assistance to local governments and agencies in matters related to transportation demand modeling.
  - Collaborate with civic leaders, government officials, resident groups and homeowners' associations to identify issues and evaluate alternative transportation projects.
  - Participate in partner agency committees.
  - Perform related work as required.
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