



Job Title: Project Manager, New Mobility

Job ID: 20220066

Location: Greater Vancouver

Full/Part Time: Full-Time

Regular/Temporary: Regular

Marketing Statement

A career at TransLink and our family of companies means working with people with a wide range of skills and perspectives, all teaming up towards a common goal: preserving and enhancing the region's world-envied quality of life. Together, we connect the region and enhance its livability by providing a sustainable transit and transportation network, embraced by our communities and people.

At TransLink we are dedicated to building a workforce that reflects the diversity of the communities in which we live. We're committed to fostering an inclusive, equitable and accessible workplace, recognizing the unique value and skills every individual brings. Looking for a great place to work where your contributions are valued and you can make a difference in a vibrant city? At TransLink, one of BC's Top Employers, you'll help make Metro Vancouver a better place to live, built on transportation excellence. Put your future in motion!

Responsibilities

PRIMARY PURPOSE

In pursuit of making the region a better place to live for everyone, plans, manages, executes, and controls all aspects of assigned one or more transportation programs/projects of medium/large scope, high impact, complex projects related to transportation and/or planning policy, forecasting, infrastructure/service development in an integrated, multi-modal, multi-stakeholder environment, in alignment with the divisional strategy and departmental objectives.

KEY ACCOUNTABILITIES

Performs all aspects of project management, including designing and developing project scope, schedules and work plans, defining deliverables, developing project plans, preparing and monitoring project budgets, providing work direction, defining and monitoring the achievement of milestones/deliverables, ensuring service and quality standards, budgets and project deliverables are in compliance with organization standards, policies and procedures.



Leads the development and overall management of project and program budgets and expenditures, including determining the budget and resources, monitoring the project progress and financial status, and redistributing and correcting budgets based on expenditure history and anticipated needs. Contributes to the annual project and/or divisional fiscal year end processes as requested.

Contributes as a key member of a project team, identifying and recommending/taking action on project-related risks and opportunities, alerting management to critical issues and risks. Identifies and resolves project issues such as those related to scheduling, resourcing, cost-overruns, conflicting agendas and technical issues. Prepares reports and delivers presentations to the most senior internal and external audiences.

Creates formal networks involving coordination among internal and external groups and represents TransLink planning function, often under minimal direction. Collaborates with leaders and project sponsors across the organization, with a view to scoping out project requirements and moving forward on achievement of project deliverables, troubleshooting and resolving problems as required. Develops, manages, and leads relationships with external stakeholders (e.g., municipal/provincial working teams, interest groups, advisory committees, steering committees, mayor's council, etc.) to resolve issues of higher impact, risk, and complexity. Chairs external advisory committees at senior level, managing issues in public forums, and sharing information.

Negotiates and manages agreements and contracts for medium/large scope projects, monitoring contract compliance and recommending remedial actions to non-compliance of agreements and contracts, to ensure service and quality standards, budgets and project deliverables are adhered to.

Integrates and applies understanding of the lived experience and transportation needs of people and businesses in Metro Vancouver, especially of disadvantaged and marginalized groups in plans/projects. Guides and coaches project team to apply the understanding into project management practice.

Leads and supervises project team including providing work direction, monitoring the achievement of milestones/deliverables, and providing input to performance management to ensure service and quality standards, budgets and project deliverables are adhered to.

Qualifications

EDUCATION & EXPERIENCE

Typically requires a bachelor's degree in Business or related discipline, plus six (6) years of project-based industry experience.



OTHER REQUIREMENTS

- Advanced knowledge of the principles, theories, concepts and practices of project management and project reporting.
- Advanced oral and written communication skills including the ability to compose and deliver reports and presentations to a variety of audiences at all levels and to effectively facilitate meetings.
- Advanced interpersonal skills including the ability to achieve consensus between groups. Includes negotiation skills as they pertain to contracts, multi-party agreements and conflict resolution.
- Advanced analytical thinking and problem-solving skills, to resolve issues of higher impact, risk, and complexity.
- Solid technical skills in Microsoft Office software including Excel, PowerPoint, Project and other project management tools.
- Experience incorporating equity considerations into project planning activities and analysis.
- Experience with relationship building and engaging with Indigenous Nations is considered an asset.
- Solid time management skills to balance and coordinate effort across multiple, concurrent activities and manage priorities to meet tight deadlines
- Experience in an agency specializing in planning or transportation is an asset.
- Sound knowledge of plans, products, roles and responsibilities of govt agencies is an asset.
- Substantial advanced project management training and PMP Certification is an asset.

Other Information

Recruitment Process: An applicant will be required to demonstrate their suitability for this position by meeting the minimum level of qualifications and experience in order to be invited into the selection process. A standard interview format will be used including general, scenario and behavioural descriptive interview questions.

TransLink has created a New Mobility Team which is spearheading TransLink's innovation practices in new mobility. New mobility leverages developments in shared, automated, connected and electric mobility, communications and payment technology, travel demand management and user experience research within a multi-modal and multi-partner environment.

Our innovation practices include establishing an open innovation infrastructure engaging both internal and external innovators. The evolving innovation infrastructure is composed of programs for pilots, demonstrations and innovation calls, with a wide array of communication interfaces for ideation including events, roundtables, working groups, and an engagement web portal.



The New Mobility Team are responsible for ideation, evaluation, and implementation of new ideas. To succeed, the New Mobility Team need to maintain rich and frequent communication with various parts of TransLink's functional areas, as well as with external private and academic sector actors. The ultimate goal is to keep TransLink innovative in a rapidly changing mobility landscape, in order to enable seamless and efficient door-to-door mobility for people and goods, ensure affordable and equitable access for all, and promote safe, healthy, clean and compact communities.

The Project Manager in this position will work on:

Managing ideation, outreach, and partnership development with the private, public, and academic sectors. The intake of new ideas is the fuel necessary for us to keep innovating. The New Mobility Team is running several projects to attract these ideas from both external stakeholders as well as our own staff. The New Mobility Team is also responsible for keep building a robust innovation infrastructure inside the Enterprise making ideation, evaluation, funding and realization of these ideas as effective as possible. This workstream has a high share of engagement and external communication. A candidate with high emotional intelligence comfortable with convening discussions and forming concrete outcomes in complex and multi-stakeholders environments will have the right fit for the job.

COVID-19 Safety Vaccination Policy

To support public health, and protect the health and safety of our employees, customers, and their families, TransLink employees will be required to be fully vaccinated against COVID-19 and will need to provide proof of full vaccination status in compliance with the employer's COVID-19 Safety Vaccination Policy.

Accommodations may be applicable under the BC Human Rights Code. Should an applicant be unable to provide proof of full vaccination and should an accommodation be requested, additional information will be required to determine whether the individual is entitled to be accommodated.

Work Schedule

37.5 hours per week.

Work Designation

Hybrid

This position offers the flexibility of working both on-site and remotely within B.C.



Rate of Pay

Salary starting from \$89,390 per annum

The Total Compensation Package includes Extended Health, Dental, Transit Pass and enrollment in the Public Service Pension Plan. Focus on your development through tuition reimbursement, training, and mentorship programs. Enjoy a variety of health and wellness programs, including access to gym facilities. Speak to us to know more about what we offer.

How to Apply

Please go to <http://www.translink.ca/careers> to apply for this position and view instructions on the process.

INSTRUCTIONS: Please save your (1) cover letter, and your (2) resume as one pdf document prior to uploading your application on-line.

Posting Date: 28 January 2022

Closing Date: Open until filled

Please note that only those short listed will be contacted.

Having trouble applying? Please view the System Requirements & FAQ's by going to <http://www.translink.ca/careers>.

Equal Employment Opportunity

We are an equal opportunity employer committed to creating and supporting a diverse and inclusive workforce that is free of all forms of discrimination. We are committed to providing reasonable accommodations and will work with you to meet your needs. If you are a person with a disability and require assistance during the application process, please reach out! We celebrate our inclusive work environment and welcome members of all backgrounds, skills and perspectives.

Accommodations are available on request for candidates taking part in all aspects of the selection process. For a confidential inquiry, simply email us at jobs@translink.ca.