

Halifax Regional Municipality is inviting applications for the permanent position of **Manager, Planning and Scheduling with Halifax Transit**. We encourage applications from qualified African Nova Scotians, racially visible persons, women in non-traditional positions, persons with disabilities, Aboriginal persons, and persons of the LGBTQ+ community. HRM encourages applicants to self-identify.

Under the general direction of the Director of Planning & Customer Engagement, the Manager, Planning and Scheduling will manage the team responsible for the short, medium, and long-range planning and scheduling of public transit service. This position provides strategic direction and guidance to the team as they undertake a wide range of planning activities, data collection analysis, and infrastructure projects. This position sets a high standard for transit planning, integrating principles of land use planning and transportation planning to help the municipality achieve the goals established in the Integrated Mobility Plan.

DUTIES & RESPONSIBILITIES:

- Responsible for the preparation, alignment, and implementation of transit service plans, ranging from long range strategic plans to annual service plans.
- Responsible for ensuring quarterly transit schedules are prepared balancing efficiency, cost, reliability, quality of service to the public, and staffing impact.
- Responsible for providing strategic direction regarding infrastructure including bus stops, terminals, and transit priority measures.
- Provides leadership in project planning and implementation, including large scale capital projects to construct or improve public transit facilities.
- Responsible for providing strategic guidance on new initiatives, projects, and programs, such as new ferry service, bus rapid transit, rural transit, etc.
- Responsible for the planning of high-quality public transit service by building and developing a strong and progressive team that efficiently and effectively meet deliverables
- Responsible for human resource and labour relations functions within the department, such as recommending and facilitating hiring, wage increases, promotions, granting time off, discipline, terminations, and any other job conditions for employees in division, including participation in the grievance process.
- May perform other related duties as assigned.

QUALIFICATIONS:

Education & Experience

- Undergraduate degree in Engineering, Transportation Planning, or Urban Planning with additional training or experience in public transit. Graduate degree considered an asset.
- Minimum of five years of experience in transit and/or transportation planning.
- Minimum of five years of leadership experience.
- Training and experience in project management is required.
- Experience working in a unionized environment.
- Licensed Professional Planner, Professional Engineer, or Project Management Professional certification considered an asset

Technical Knowledge

- Strong knowledge of public transit planning principles and best practices.
- Strong leadership skills.
- Experience with transit scheduling practices/software, data collection and analysis, mapping, and transit operating requirements.

Security Clearance Requirements: Applicants may be required to complete an employment security screening check.

Please note - Testing may be conducted as a component of the selection process to assess technical and job specific knowledge. Candidates who are selected for testing, may be tested in a group setting, scheduled at the employer's discretion.

COMPETENCIES: Valuing Diversity, Analytical Thinking, Conflict Management, Risk Management, Teamwork & Cooperation, Visioning, Strategic Thinking & Innovation, Networking/Relationship Building, Decision Making, Developing Others, Managing Change

WORK STATUS: Permanent, Full Time

HOURS OF WORK: Monday - Friday, 8:00am - 4:00pm. Additional hours may be required because of project schedules, including attendance at evening public meetings.

SALARY: NU 9 of the Non-Union Pay Scale (\$93,600-\$128,700) per annum, commensurate with experience.

WORK LOCATION: The work location for this position is 1791 Barrington Street, Halifax

CLOSING DATE: Applications will be received up to 11:59 PM on May 26, 2022

Please note: We thank all applicants for their interest in this position. Only those applicants selected for an interview / testing will be contacted.

During the recruitment process, applicants have the right to request an accommodation. Applicants invited to participate in an assessment process (such as an interview or testing) and who require accommodation should discuss their needs with the Recruiter when invited to the assessment process.

Qualified HRM retirees may also be considered for competitions. In these circumstances, a form of employment may be offered, including term and/or contract employment.

(Position #78629014)