

# Job Posting Preview

7750BR

## **Project Manager, Transit Planning**

### **Job Posting**

Halifax Regional Municipality is inviting applications for a full-time permanent position for a Project Manager, Transit Planning positions in the Planning & Customer Engagement division with Halifax Transit. Halifax Regional Municipality (HRM) is committed to reflecting the community it serves and recognizing Diversity and Inclusion as one of the Municipality's core values. We have an Employment Equity Policy and we welcome applications from African Nova Scotians and Other Racially Visible Persons, Women in occupations or positions where they are underrepresented in the workforce, Indigenous/Aboriginal People, Persons with Disabilities and 2SLGBTQ+ Persons. Applicants are encouraged to self-identify on their electronic application.

The Project Manager is accountable for delivering key objectives of Halifax Transit by managing the implementation of strategic initiatives and fostering innovative ways to ensure public transit is integrated into communities in livable and productive environments. More specifically, the Project Manager will be responsible for representing Halifax Transit on multi-modal transportation plans and studies that serve to fulfill the municipality's transportation policy objectives (Integrated Mobility Plan, Rapid Transit Strategy, etc.), identifying opportunities to improve transit service and ultimately facilitate ridership growth, and leading planning initiatives to support the implementation of the Rapid Transit Strategy, which includes the introduction of both bus rapid transit and the proposed expanded ferry service.

### **DUTIES AND RESPONSIBILITIES:**

- Works with internal and external stakeholders to create plans and projects which will provide for transit service improvements and expansion;
- Provides project management of specific projects that includes directing and coordinating technical employees, multi-disciplinary teams, and

consultants as well as the supervision and coordination of capital improvements;

- Creates detailed work plans; identifies project costs, deliverables, resources and schedules for implementation;
- Participates in the development of procedures and methods for reporting and analysis of data to establish trends, measure performance, and indicate needs for service improvements;
- Evaluates and makes recommendations on technical aspects of transit planning and service design as it relates to land use planning capital programming;
- Provides insight in the multi-year capital plan and recommends projects for inclusion;
- Develops and evaluates proposals for planning and coordinating the implementation of transit route and service changes;
- Seeks out and identifies opportunities for federal, provincial and local funding for public transit initiatives;
- Prepares, analyses, and evaluates reports (including Council reports) for various public transit projects;
- Represents Halifax Transit through presentations to the community, business and other internal/external stakeholders; and,
- Performs other duties as may be assigned.

## **QUALIFICATIONS**

### **Education and Experience:**

- Post-secondary degree in Transportation Planning, Engineering, Urban Planning, or Architecture;
- Three to five years related experience in transportation planning, transportation engineering or urban planning;
- Project management training and certification considered an asset; and,
- An equivalent combination of education and experience may be considered.

### **Technical / Job Specific Knowledge and Abilities:**

- Familiarity with transit system design criteria and industry standards;
- Knowledge of public transit and transportation planning/engineering principles;
- Sound understanding of the regional planning and transportation context;

- Excellent oral and written communication skills with proven ability to deliver reports and presentations and facilitate meetings;
- Strong ability to plan, organize and coordinate work with project teams; and
- Sound analytical and decision-making skills.

**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:** Analytical Thinking, Conflict Management, Customer Service, Communications, Decision Making, Valuing Diversity, Risk Management, Organization and Planning, Organizational Awareness, Teamwork and Cooperation, Visioning, Strategic Thinking and Innovation, Networking/Relationship Building, Values and Ethics.

**WORK STATUS:** Permanent, Full-time

**HOURS OF WORK:** Monday to Friday, 8:00 am to 4:00 pm. Additional hours may be required to meet project requirements, including the attendance of evening or weekend public meetings.

**SALARY:** Level 6, Non-Union, \$65,500 - \$90,000.

**WORK LOCATION:** 1791 Barrington Street, TD Building, 12th Floor.

**CLOSING DATE:** Applications will be received up to **11:59pm on Tuesday, August 1, 2023**

**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 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.

(position # 72284255)

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