External Posting

Manager of Transit Innovation and Planning

(Permanent, Full-time)

Our organization ([www.lethbridge.ca](http://www.lethbridge.ca)) serves a community of 100,000+ residents and is comprised of 1500 employees across a wide variety of business areas. Located approximately two hours south of Calgary, close to the Rocky Mountains and U.S. border. Lethbridge has a low cost of living for a mid-size city, is a family-oriented and has a culturally vibrant community with diverse recreational opportunities; fine restaurants and shopping; and is home to two innovative post-secondary institutions – the University of Lethbridge and Lethbridge College. The City of Lethbridge is also the sunniest city in Canada!

The City of Lethbridge proudly acknowledges that we are located at the heart of Siksikaitsitapi (Blackfoot) Territory, home of Kainai, Piikani, Siksika and Amskapi Piikani (Montana, USA) First Nations. Lethbridge is also located within the Métis Nation of Alberta, Region III. We recognize the diversity of our community and work to ensure programs, services, facilities and employment opportunities are inclusive to all people.

The Lethbridge Transit department has an exciting career opportunity as the **Manager of Transit Innovation and Planning.** Reporting to the General Manager, Transportation and Transit, you will prepare Lethbridge Transit for potential future states by using innovative and effective strategies. This position is one of several key management positions working with our department, and as such will be expected to be an exceptional strategic change manager to support the department as it transforms to meet the ever changing needs of its diverse user groups. We are seeking a results-oriented team member who demonstrates professionalism and commitment to providing exemplary public service.

Specific responsibilities will include:

* Providing leadership to Lethbridge Transit by fostering a culture of outcome orientated innovation.
* Responsible for:
* Development and management of all projects in the pre-operational stage. This includes developing, facilitating and championing organizational change processes.
* Leading all operational analysis functions as well as data collection and complex analysis.
* Developing regular work assignments for all Fixed Route and Demand Response operators based upon analysis of Key Performance Indicators.
* The Transit call taking area and dispatching for Fixed Route and Access-a-Ride (AAR) services.
* All transit planning, including route development, scheduling, and capital projects. Primary liaison with internal and external stakeholders on these projects.
* Developing pilot projects using innovative products and strategies.
* Customer Service and Service Delivery personnel.
* Contract management withing the Innovation and Planning portfolio.
* Route assets (bus stops, shelters, benches, facilities etc.).
* Transit technology in collaboration with Corporate IT.

We are looking for individuals with the following skills and abilities:

* Post Secondary Education in a related field (Transportation Planning, Public Administration, Urban Planning Management, etc.) highly desirable in lieu of significant public transit experience.
* Minimum five (5) years of experience in Management or Transit Leadership roles. Demonstrate expert knowledge of public transportation concepts and practices, including the transit funding environment as well as knowledge and understanding of transit scheduling, run cutting, clocking and route design.
* Demonstrated expert contract and project management skills as well as a strategic and innovative mindset.
* This role requires a degree of political acumen to identify and navigate issues/concerns with both internal and externally as well as establishing and maintaining effective relationships with Transit members, partner service agencies, City representatives, suppliers/vendors and the public.
* Understanding of procurement processes (City of Lethbridge or other government preferred) and Transit related technology (hardware/software).

The City of Lethbridge offers a competitive salary (**Salary Range: 93,853.50 – 117,292.50**) and a comprehensive, flexible benefits package.

For further information on this opportunity, please contact:

Darwin Juell, General Manager, Transportation and Transit at 403-320-4181 or [Darwin.Juell@lethbridge.ca](mailto:Darwin.Juell@lethbridge.ca)

Qualified candidates are invited to submit their resume with cover letter, online at: [www.lethbridge.ca](http://www.lethbridge.ca)

Closing Date: May 10, 2024 at 11:59 p.m.

All candidates are thanked in advance for their interest. Only individuals selected for interviews will be contacted.

Civic Administration Association