



Job title: Senior Manager, BRT Planning and Program Integration  
Job ID: 20240354  
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**

Provides strategic leadership and vision to TransLink's overall Bus Rapid Transit (BRT) planning and program development, overseeing the development of network and system-level plans and policies for BRT and RapidBus service, infrastructure, and systems. Additionally, oversees the integration and program management of the BRT Program and projects over the program lifecycle.

### **KEY ACCOUNTABILITIES**

Provides vision and leadership to two program areas: BRT planning and program development; and Integration of TransLink's BRT Program across the Enterprise. Develops the long-term



vision for BRT and related higher-order bus services and infrastructure, including corridor identification and prioritization.

Guides regional strategy related to BRT planning, including advising on best practices in service planning, operations, bus priority and roadway planning, station and fleet, ITS, customer experience, and other BRT policies and guidance.

Oversees program management for all initiatives and projects supporting the BRT program, including identifying interdependencies and developing strategies to resolve issues and integrate projects to deliver overall BRT program. Provides oversight, tracking & reporting on the entire BRT Program budget, including operating and capital expenditures across the TransLink enterprise.

Identifies issues and develops risk management strategies to address and navigate high risk, highly political and sensitive issues related to BRT Program.

Provides strategic leadership on how best to navigate key files through the decision-making process with policymakers including the Board and Mayors' Council.

Scopes, plans, and leads interactive discussions with Executives, elected and appointed officials, including the Board and Mayors' Council.

Represents TransLink to external audiences on issues of high impact, risk and complexity, including in highly visible public forums. Develops and manages relationships with external stakeholders including senior government officials and industry peers, managing expectations, discussing complex and sensitive issues, and resolving problems.

Oversees complex projects with enterprise-wide scope, highest risk and political sensitivity. Develops project charters, business case, timelines, budget and deliverables. Monitors and keeps projects on track in accordance with endorsed plans and ensures results within designated timeframes.

Conducts research, analyses and evaluation to determine the value of BRT program elements, including technologies and business models. Identifies and evaluates emerging trends and develops strategies and business cases to advance worthwhile program elements.

Develops guidelines, standards, processes and formats related to the development of TransLink's BRT program.



Provides a senior level of leadership in engagement with other departments towards development and implementation of the BRT Program and related initiatives, including CMBC Operations, CMBC Maintenance, Public Affairs & Customer Communications, Strategic Sourcing & Real Estate, Engineering, Business Technology Services, etc.

As part of the Bus Priority Programs leadership team, develops and implements department strategies, business plans, and budgets, ensuring alignment to enterprise and divisional goals, the Regional Transportation Strategy, and Investment Plans.

Develops strategies and plans to identify and advance on organizational and corporate priorities, including identifying financial implications.

Contributes as a key member of the Bus Priority Programs management team in identifying and taking action on risks and opportunities associated with the BRT program and associated projects and alerting senior leadership to critical issues. Foresees strategic issues and mitigates in advance. Develops reports and presentations for senior management on a periodic and ad hoc basis. Keeps the Director apprised of the status of the initiatives and activities, collaborates with the Director on resolution of critical issues as they emerge. Escalates issues to Divisional and Enterprise Leadership, as appropriate.

Directs multiple agreements and contracts with service providers; providing direction and overseeing contract compliance; resolves any critical risks.

Develops and manages strategies, business plans, short- and long-term goals, and operating budgets and resources for the program involving larger scope, risk, impact and sensitivity, ensuring alignment to corporate priorities and objectives and divisional goals.

Develops overall BRT program budgets and forecasts, and coordinates BRT Program inputs into Investment Plans and Capital Plans.

Develops relationships with internal colleagues, appointed and elected policymakers, and external stakeholders including advisory committees, staff at other government and public agencies, and other organizations and interest groups, to understand needs, maintain open communication and proactively resolve issues of high impact, risk and complexity. These issues are typically highly visible, and often with no previous precedent or set parameters.



Develops and manages relationships with stakeholders, industry peers, and government officials, acting as a senior advisor or chairing committees, managing issues in public forums, sharing information, and assessing trends.

Manages a team of direct reports including selection, development, coaching, performance management and all other people management practices. Also oversees management of all indirect reports and contractors in a large workforce group, ensuring compliance with regulating policies and practices, codes, standards, and collective agreements.

## **Qualifications**

### **EDUCATION AND EXPERIENCE**

The requirements for this position are typically acquired through a Master's degree in planning, public policy, business administration, innovation management, entrepreneurship, technology management, or other related discipline plus ten (10) years of related experience at progressive levels of management accountability, preferably in an agency specializing in planning or transportation.

### **OTHER REQUIREMENTS**

Expert knowledge of the principles, theories, concepts and practices of transportation planning, including public policy, urban planning, transport economics.

Understanding of the lived experience and transportation needs of people and businesses in Metro Vancouver, and especially of disadvantaged and marginalized groups. Applies this understanding to plans/projects/programs and establishes processes to ensure it is actively incorporated into our division's planning practice.

Advanced knowledge and experience in one or more of the following: transit priority, multimodal mobility, road safety, road and traffic management and engineering

Advanced knowledge of TransLink's decision-making process, including strategic context and organizational and governance structure.

Sound knowledge of plans, products, roles and responsibilities of government agencies, NGOs and associations.



Advanced project management skills, including attention to detail and good understanding of quality control methods with expert analytical and interpretation skills to derive meaning and develop recommendations based on findings.

Expert written and verbal communication skills as well as interpersonal skills to manage internal and external relationships, deliver presentations, and lead report writing activities.

Advanced problem solving and decision-making skills to select and establish appropriate processes and standards for the functional area.

Advanced leadership skills to manage a team of directly reporting staff, oversee contractors, and manage project teams and advanced decision-making skills to exercise judgement on high risk, broadly scoped and complex issues where no policy, guideline or precedent may exist.

Solid business acumen to develop and implement program strategies, partnerships, plans and tactics and related standards, policies, and processes.

#### 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.

#### **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 \$129,097 - \$161,373 per annum (Actual salary offered will be commensurate with education, experience and internal parity).



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 click the 'Apply' button at the top right corner of the page or 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: May 02, 2024  
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**

TransLink is committed to employment equity and building a diverse workforce, representative of the customers we serve and the many communities in the Metro Vancouver region. We welcome and encourage Indigenous applicants, people of colour, all genders, 2SLGBTQ+ and persons with disabilities to apply. Learn more about TransLink's commitment to equity, diversity and inclusion.

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](mailto:jobs@translink.ca).