

### Position Description

## SENIOR TRANSPORTATION MODELER

Date Prepared: December 2015

FLSA Status: Exempt

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### SERIES CONCEPT

Senior Transportation Modeler is the highest-level classification of the Transportation Modeler series, which includes: Transportation Modeler and Senior Transportation Modeler.

### GENERAL DESCRIPTION

Responsibilities include serving as working project manager for high-level and complex projects, and/or performing highly technical transportation model development, transportation modeling, and planning tasks within the regional transportation planning program.

Responsible for the development, maintenance, and utilization of the regional transportation models.

Positions in this classification exercise considerable independent judgement to manage day-to-day activities

### ESSENTIAL JOB FUNCTIONS

- Serves as the lead and is the primary technical liaison for the agency and member jurisdictions for travel forecasting and traffic operations projects.
- Acts as technical modeling lead to support the regional transportation program activities including but not limited to: short and long range travel forecasts; air quality conformity analysis; concurrency analysis, corridor studies; development and implementation of performance measures; multi-modal evaluation of land use scenario impacts on the region's transportation system; and traffic engineering concepts and analysis.
- Serves as a working project manager for development and management of modeling contracts, and coordination with model development consultants, and agency and member projects and programs.
- Provides supervision and training for assigned staff and interns.
- Serves as an agency representative and actively contributes to regional, state, and national transportation and model development research activities.
- Communicates and interacts with policy makers, executives and administrators of other organizations at the request of Division Director or the Executive Director.
- Coordinates with general planning staff to ensure that the agency's transportation modeling capabilities are integrated into the overall program.
- May be responsible for leading planning efforts outside the scope of transportation modeling.
- Develops status reports for project, program, and grant reporting.
- Develops scopes of work for grants, projects, and work programs, including budget estimates and staffing levels.
- Identifies funding opportunities and prepares grant applications for federal, state, local, and other funds to further Council goals and objectives.

- Scopes and reviews the technical work of consultants, contracting agencies, and other organizations as appropriate.
- Identifies technology and information services needs of the transportation modeling program.
- Ensures that planning programs and projects adhere to all relevant rules and regulations.
- Provides technical support for appointed committees, workgroups, and stakeholder groups on transportation modeling issues.
- Responds to public inquiries with transportation-related data and information.
- Prepares and presents oral and visual reports to Council, committees, community groups, and private organizations.
- Prepares written reports and model documentation for other professionals, policymakers and lay audiences.

### **OTHER JOB FUNCTIONS**

Performs other related duties as assigned.

### **DISTINGUISHING FEATURES**

Positions assigned to the Senior Transportation Modeler classification are distinguished from those of Transportation Modeler/Planner by the greater degree of responsibility for technical and administrative elements of the work program, and a greater level of technical expertise in the field of transportation model development. Senior Transportation Modelers are given a broad latitude to use independent judgement in model development and making decisions for the transportation modeling program, and in dealing with the public and appointed and elected officials.

### **WORKING CONDITIONS**

Work is generally performed indoors in an office environment. Must maintain a level of physical and mental fitness necessary to perform the essential functions of the position.

### **EDUCATION & EXPERIENCE**

#### **EXPERIENCE – MINIMUM:**

- Five years of increasingly responsible experience in the fields of transportation modeling and/or traffic engineering is required.
- Two years of project management experience must be included in the five years of experience.
- A demonstrated knowledge of transportation planning and growth management concepts, along with hands on experience with the agency's current transportation modeling software (EMME and DYNAMIQ) is desirable.

#### **EDUCATION – MINIMUM:**

A Bachelor's Degree in transportation engineering, transportation planning, urban planning, or a related field.

#### **PREFERRED:**

Master's degree in transportation engineering, transportation planning, urban planning, or related field. Ability to acquire a WA state professional engineering license.

#### **OR SUBSTITUTING**

Any demonstrated combination of experience, education, and certifications, which provides the applicant with the required knowledge and abilities.

## **KNOWLEDGE AND ABILITIES**

Knowledge of:

- Project management principles and practices.
- Transportation modeling and related statistical software, including model development.
- General planning concepts and processes.
- Microsoft Office software for document, spreadsheet, and presentation preparation.

Ability to:

- Develop, calibrate, and operate transportation models.
- Manage project team, mentor and train team members, and contribute to professional growth of assigned staff.
- Lead and motivate others.
- Problem solve and provide holistic solutions.
- Resolve conflict in an open and inclusive manner.
- Exercise independent professional judgment to solve complex problems.
- Organize and oversee work programs, including monitoring budgets, work schedules, grant requirements, and progress reviews. Manage numerous projects simultaneously.
- Communicate technical information effectively, either orally or in writing.
- Establish and maintain cooperative working relationships with other agencies and the public.

## **LICENSES/CERTIFICATES**

A current Washington State Driver's License may be required.