

Job Title: Senior Transportation Planner

Department: Planning Commission

Reports To: Section Manager

Supervisory Status: No

Employment Type: Full-Time

FLSA Status: Exempt

Position Summary

The Senior Transportation Planner is a mid-level planning professional with demonstrated expertise in planning policy, public engagement, and interdepartmental coordination. This role manages complex planning projects, provides mentorship to junior staff, and develops subject matter expertise in specific planning topics. The Senior Transportation Planner supports the Montgomery County Planning Commission's mission by applying technical knowledge, leadership, and collaborative skills to enhance the county's communities through sustainable planning practices.

Essential Duties & Responsibilities

- Review subdivision and land development proposals for regulatory compliance and best practices.
- Conduct research, collect and analyze data, and communicate findings to stakeholders.
- Collaborate with internal teams, local officials, and the public in a professional manner.
- Manage multiple complex projects, meet deadlines, and maintain organized records.
- Attend and present at public meetings, including during evening hours.
- Develop expertise in key planning topics and lead special initiatives.
- Participate in professional organizations and continuing education.
- Contribute to cross-functional projects and multi-section efforts.
- Write regulatory and policy language across a range of planning issues.
- Support or lead grant writing efforts.
- Apply advanced knowledge in planning disciplines such as land use, housing, transportation, open space, zoning, or environmental systems.
- Assist with and occasionally lead MCPC-led funding and administrative programs.
- Perform other related duties as assigned.

Section-Specific Responsibilities:

In addition to the general duties listed above, this role includes section-specific tasks.

- Assist in the delivery and planning of the county's road, bridge, and trail capital projects
- Oversee efforts to implement the county's transportation plans, such as the county comprehensive plan, Bike Montco and the aviation policy plan

- Perform work tasks for short- and long-range planning projects with local municipalities, PennDOT, DVRPC, and regional transit authorities
- Research, collect, analyze, and communicate data and information to colleagues, boards, and the public
- Involvement in county-level planning, technical issues, and policy formation on all types of transportation projects including transit, bicycle, and pedestrian improvements
- Oversee the regular activities of the MCTA Board and assist in right-of-way acquisition and other phases of road and bridge project development
- Track transportation grant applications and provide guidance to municipalities and other partners
- Assist with management of MCPC-led funding and administrative programs.
- Write reviews of traffic impact studies
- Represent the county and its planning interests on a variety of transportation project coordination meetings with local municipalities, PennDOT, SEPTA, and other agencies
- Create presentations and present information to the public, partner agencies, Planning Commission board, and Transportation Authority board

Minimum Qualifications

- Master's degree in planning or a related field, plus 3 or more years of relevant experience.
- Any equivalent combination of education and experience that demonstrates the ability to perform the duties of the position.
- Excellent written and verbal communication skills, including public speaking.
- Strong analytical, organizational, and problem-solving skills.
- Ability to work independently and in a collaborative team environment.
- Experience using Microsoft Office Suite; Basic understanding of ArcGIS or ability to learn GIS and other planning software.

Physical & Work Requirements

- Ability to perform essential functions with or without reasonable accommodation.
- Primarily office-based with occasional fieldwork and travel.
- Must be able to remain stationary and operate standard office equipment.
- Occasional walking on uneven terrain and lifting up to 25 lbs.
- Must have the ability to travel throughout the county to fulfill the duties of the position, including travel to areas not served by public transit. This may require a valid driver's license and/or access to reliable transportation.

Work Environment

Includes office and field settings, such as neighborhoods, development sites, or open land.

Location

Montgomery County, PA

Schedule

Monday – Friday, Flexible schedules ranging from 7:30 AM – 6:00 PM; occasional evenings required. This position is eligible for Hybrid Remote work with a minimum of 3 days in-office.

To Apply Online:

Go to <http://www.montcopa.org/151/How-to-Apply>; fill out the application form under the job posting.