METROPOLITAN WASHINGTON
Council of Governments

TRAVEL FORECASTING AND EMISSIONS ANALYSIS PROGRAM DIRECTOR

ABOUT COG

For more than 50 years, the Metropolitan Washington Council of Governments, known as COG, has helped develop regional solutions to such issues as the environment, affordable housing, growth and development, public health, child welfare, public safety, homeland security, and transportation. Founded in 1957, COG is an independent, 501c3 nonprofit association comprised of elected officials from 23 local governments, members of the Maryland and Virginia state legislatures, and members of the U.S. Congress. COG is supported by financial contributions from its participating local governments, federal and state grants and contracts, fee-for-service contributions, and donations from foundations and the private sector.

POSITION OVERVIEW

The Travel Forecasting and Emissions Analysis Program Director will serve within COG's Department of Transportation Planning (DTP) and will oversee a professional team that conducts diverse technical planning activities, including transportation plan evaluations, air quality conformity analyses and technical assistance studies. The Program Director will also provide strategic direction to the team in the development and implementation of refined travel forecasting methods and practice,

The Program Director leads a team that is responsible for supporting the decision-making of the National Capital Region Transportation Planning Board (TPB), the federally designated Metropolitan Planning Organization (MPO) for the Washington, D.C. region.

SUPPORTING OUR VISION FOR THE FUTURE

Both the TPB and COG have adopted regional visions to guide their work. The Planning Data and Research Program Director must be committed to working toward these visions.

The TPB Vision provides a comprehensive set of policy goals, objectives, and strategies to help guide transportation planning and investment. It promotes travel options, Activity Centers, maintenance, safety, system effectiveness, protecting environmental quality, and international and interregional travel and commerce.

COG's Region Forward is a commitment by COG and its member governments, who together seek to create a more accessible, sustainable, prosperous, and livable National Capital Region. COG's mission is to make Region Forward happen by being a discussion forum, expert resource, issue advocate, and catalyst for action.

MORE ABOUT THE TPB

The National Capital Region Transportation Planning Board was created in 1965 by local and state governments in the Washington region in response to a requirement of 1962 highway legislation for the establishment of metropolitan planning organizations (MPOs).

One of the TPB's main federal responsibilities is working with local, state, regional, and federal partners to develop the region's Constrained Long-Range Transportation Plan (CLRP) and six-year Transportation Improvement Program (TIP). The TPB also provides data and analysis to decision makers and coordinates regional programs to advance safety, land-use coordination, and more.

The TPB has been housed at and staffed by COG since 1966.

SUMMARY AND NATURE OF WORK

The Metropolitan Washington Council of Governments (COG) Department of Transportation Planning (DTP) is seeking a Travel Forecasting and Emissions Analysis Program Director to head a 15-person team engaged in transportation and air quality planning activities.

The Travel Forecasting and Emissions Analysis Program Director will:

- Prepare annual work program activities in accordance with available resources, departmental objectives and TPB initiatives; Allocate available resources among planned activities and clearly define and communicate activity schedules and deliverables to the team;
- Provide day-to-day supervision and administration of a 15-member team; Convene periodic coordination meetings with team members to monitor progress and to ensure that project schedules are met;
- Oversee the development and maintenance of travel modeling inputs supporting travel forecasting applications, including fine-area land activity forecasts and multi-modal transportation networks;
- Ensure that evolving travel modeling methods and policy assumptions are properly and adequately documented and effectively communicated;
- Prepare and administer consultant contracts as needed in coordination with the Departmental Director and COG's Procurement staff;
- Coordinate and communicate with state and local planning agencies as needed to facilitate the conduct of technical studies;
- Maintain support of one technical subcommittee (the Travel Forecasting Subcommittee or TFS) that convenes every two months and serves to oversee travel model development activities;
- Periodically meet with the DTP Director and other Program Directors to coordinate on work program activities of mutual concern;

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SUMMARY AND NATURE OF WORK cont.

- Present on topics and issues relating to travel forecasting and mobile emissions modeling to a wide variety of audiences including the TPB and the TFS;
- Collaborate with COG's Director of Community Planning and Services and the region's Planning Directors on the development of COG Cooperative Forecasts of future population, household and employment growth;
- Coordinate with the Planning Data and Research Director and COG Contracting staff on data opportunities that might enhance transportation modeling development plans or work program objectives;
- Meet with federal, state, local and regional transportation agency staff on their data and technical support needs and oversee technical assistance activities in response to these needs;
- Attend conferences and work to forge collaborative relationships with peer Metropolitan Planning Organizations (MPOs) and federal agencies.

REQUIRED KNOWLEDGE, SKILLS, AND ABILITIES

- Comprehensive knowledge of urban transportation modeling methods, principles and practices employed at MPOs across the U.S.;
- Awareness of emerging research relating to travel demand forecasting methods;
- Knowledge of traffic engineering and transit operations principles and theory;
- Knowledge of federal planning requirements that are relevant to MPOs with respect to travel demand forecasting and air quality conformity;
- Knowledge of transportation surveys and surveillance techniques;
- Familiarity with computer technologies as related to transportation planning methods;
- Familiarity with mobile emissions forecasting practices and State Implementation Plan (SIP) planning activities;
- Familiarity with statistical methods typically associated with travel demand forecasting, travel surveys and other observed transportation data sources;
- Familiarity with geographic information system capabilities and functions as related to travel demand forecasting;
- Skill at directing project planning studies and focused research activities;
- Ability to secure cooperation of others in executing plans;
- Ability to speak and write effectively;

REQUIRED KNOWLEDGE, SKILLS, AND ABILITIES
cont.

- Ability to present technical results in terms understandable to policy officials and staff.

- Proficiency in the use of Microsoft Office software (Word, Excel, Power Point, Outlook);

- Any equivalent combination of education and experience which provides the required knowledge, skills and abilities will be considered.

EDUCATION AND EXPERIENCE

- Master's degree in in Transportation Planning or related quantitative, technical, planning or management discipline.
- At least eight or more years of progressively responsible experience in in the development and application of travel demand modeling.
- At least five years supervisory/management experience in similar environment. Local government and/ or nonprofit experience desirable.
- Any equivalent combination of education and experience which provides the required knowledge, skills and abilities will be considered.

ADDITIONAL REQUIREMENTS: LEADERSHIP AND COMMUNICATION

- Demonstrated ability as forward-looking, "big picture" strategic thinker with experience in preparation of strategic initiatives and plans.
- Demonstrated ability to lead, manage, organize and build departmental staff teams, develop and manage daily work programs.
- Demonstrated ability to work effectively with elected officials, senior policy officials, including supporting policy and technical committees.
- Excellent oral and written communication skills are required. Ability to communicate with elected officials about complex policy and technical issues in an understandable manner integral to position. Ability to mentor staff in effective communications essential.

SALARY AND HOW TO APPLY

The search is open until filled
with a **preferred application date** of

Friday, October 5, 2018

The **starting salary range** is

$126,184, to $178,803
(Grade 13)

COG offers exceptional benefits. Final salary is dependent upon
negotiation and based upon education, training, and experience.

Applications should be made electronically.
Please visit www.mwcog.org/jobs for more information and to
submit your application/resume, cover letter, and salary requirement.

BY E-MAIL:

resumes@mwcog.org

BY MAIL:

c/o Farai Nzuwah, HR Analyst/Recruiter
Metropolitan Washington Council of Governments
777 North Capitol Street NE, Suite 300
Washington, DC 20002

EEO EMPLOYER
**Women and Minorities are
Highly Encouraged to Apply**

Identification/Right to Work

Metropolitan Washington Council of Governments is committed to compliance with federal and state laws requiring that MWCOG only hires workers who are lawfully entitled to work in the United States (U.S. citizens or nationals and non-citizens with valid work authorization) without discrimination. MWCOG does not sponsor Visas of any type. All persons employed by Metropolitan Washington Council of Governments are required to comply with the Immigration Reform and Control Act of 1986 by presenting documents to verify identity and authorization to work in the United States.

Acceptable forms of identification are listed by the Department of Homeland Security / U. S. Citizenship and Immigration Services on Form I-9, Employment Eligibility Verification