

Project Manager, Sustainable Transportation

When you join the City of Guelph, you join a team of 2000 full and part-time employees who deliver services the community relies on every day. Together, we are bringing to life Guelph's vision of an inclusive, connected, and prosperous city where we look after each other and our environment.

As a regional top employer, the City of Guelph values its employees and offers competitive salaries, excellent benefit packages, opportunities for professional development, a healthy work-life balance, and many roles with flexible work options. Our corporate values are integrity, service, inclusion, wellness, and learning. Guelph is consistently ranked as one of the best places in Canada to live, work, and play—all good reasons to consider a career in this beautiful city.

The Opportunity

Join a highly motivated team working on transforming Guelph's transportation network to be future-ready. This position (**Up to 13 months**) is required to project manage and provide direction on the implementation of the Protected Cycling Network, Cycling Master Plan, the Active Transportation Network Study, and the Sidewalk Needs Assessment. Reporting to the Manager, Transportation Planning, the position will be guided by the goals and objectives of the City's Strategic Plan and committed to the Corporate Values of integrity, service, inclusion, wellness and learning. The candidate will aid in the achievement of the Vision for an inclusive, connected and prosperous city.

Your role

- Leading, administering and supporting the project management of planning and design projects including environmental assessments, feasibility studies, conceptual design, and preliminary designs of active transportation infrastructure.
- Periodically reviews and updates plans and strategies including the Cycling Master Plan, Active Transportation Network Design Guidelines and Feasibility Study, and Sidewalk Needs Assessment to ensure the City is adhering to industry regulatory requirements, standards, guidelines and best practices.
- Provides advice related to development application reviews, including Traffic Impact Studies, to ensure the implementation of the City's sustainable transportation policies and goals.
- Provides support and guidance to the Sustainable Transportation Coordinator on data collection, development reviews, communications and outreach as required.
- Works with consultants and internal staff to communicate and engage with various stakeholders, develop recommendations, prepare reports and give presentations.
- Ensures compliance with all applicable federal and provincial regulations/legislation and City by-laws.
- Recommends continuous improvement of internal processes and procedures to improve coordination and alignment within and across departments and service areas.

- Maintains professional knowledge in job-related rules, statutes, laws and new business trends; recommends the implementation of changes; reads and interprets professional literature; attends training programs, workshops and seminars as appropriate.
- Acts as a technical resource to other departments.
- Develops collaborative partnerships with Indigenous communities, agencies, utilities, adjacent municipalities, residents, property owners, consultants, engineers, developers and contractors on matters relating to the Transportation Planning division.
- Other duties as assigned.

Qualifications

- Considerable experience related to the duties listed above, normally acquired through a degree in Planning, Engineering, Environmental Studies, Geography or closely related field and experience in one or more of the following areas related to design and construction, policy planning, and/or program development. Candidates with an equivalent combination of education and experience may be considered.
- Project management experience delivering projects on time and on budget.
- Experience planning and leading community engagement.
- Knowledge in the application and interpretation of national and provincial engineering design resources (e.g. OTM Books, TAC manuals) and other relevant legislations, policies, and guidelines related to sustainable transportation.
- Ability to coordinate the efforts of multi-disciplinary project teams and consultants.
- Ability to lead teams and influence, negotiate and mediate conflict and resolve issues with tact and diplomacy.
- Excellent organizational skills and attention to detail.
- Excellent interpersonal skills and ability to work independently and as part of a multi-faceted team with both internal and external interests.
- Skilled in providing a solution-oriented customer service approach using good judgement, creativity and strategic thinking.
- Excellent communication skills with the ability to communicate with all levels of staff, stakeholders, the media, Council and the public.
- Experience with Microsoft Office (Word, Excel, Projects and Outlook).
- Knowledge of the Occupational Health and Safety Act and other applicable legislation.

In accordance with the City of Guelph's employment practices, new employees are required to be fully vaccinated as a condition of hire, subject to accommodations required in accordance with the Ontario Human Rights Code.

Rate

\$77,600 - \$97,000

How to apply

Qualified applicants are invited to apply using our **online** application system by **Sunday, July 3, 2022**. Please note all applicants must complete the online questionnaire specific to this position at the time they submit their resume and cover letter in order to be considered. Proof of qualifications will be requested at the interview stage.

Please visit the job posting listed on our careers page and click on the "Apply for this job"

button. Instructions will follow.

The City of Guelph is an equal opportunity employer that values diversity in the workplace. We are therefore happy to accommodate any individual needs in keeping with the Ontario Human Rights Code and the Accessibility for Ontarians with Disabilities Act. If you require an accommodation in order to participate in the hiring process, please contact us to make your needs known in advance.

Personal information collected through the recruitment process will be used solely to determine eligibility for employment. We thank all candidates in advance; however, only those being considered for an interview will be contacted.