

Job Title: Planning Manager (Transit)

Position: Planning Manager (Transit)

Division: Transportation and Construction

Department: Saskatoon Transit

Term: 1 Permanent Full Time position available.

Closing Date: 12/31/2023

Labour Group: ESA

Posting: 2782

Job Summary

The Transit Network Development Manager is responsible for overseeing the planning, development, and implementation of the city's transit network. This position will focus on building an efficient Bus Rapid Transit (BRT) system, including its services and infrastructure, while ensuring that it aligns with the specific needs of the communities it serves.

Duties & Responsibilities

- Manages the activities of the Transit Planning Section and ensures its alignment with corporate goals, guiding principles, and management commitments.
- Establishes and monitors the performance targets for the Section.
- Manages assigned staff; hires, assigns work schedules, assesses staffing needs, identifies and pursues other resources if necessary and performs layoff and recall. Plans and approves staff development. Conducts performance management and, when required, disciplinary action.
- Develops short, medium, and long-term transit plans, including route design, policy development, service standards, and identifying the need for new infrastructure including transit priority measures, passenger facilities, and transit centers.
- Develops program-specific standards, policies, and procedures ensuring alignment to the corporate goals, guiding principals, and management commitments. Implements targets and measures for the designated program, reporting on progress, adjusting as necessary, and alerting senior administration of critical issues and risks.
- Provides strategic planning and direction for future transit service delivery including new or modified transit routes, transit priority measures, transit facilities, and higher order transit systems, such as bus rapid transit.
- Manages new or specific projects and programs, including the delivery of new service types, transit consulting plans, and projects.
- Identifies opportunities for improvement to increase system-wide customer satisfaction by understanding customers' experiences and transit needs.
- Acts as the City's representative in dealings with transportation authorities and developers, on transit-related issues and may act as the Director of Transit, as required.
- Prepares written and oral reports in response to inquiries of the City Council, Committees of the Council, senior administration, and the public.
- Prepares and administers annual budgets for the Section and assists in the development of annual business plans.
- Implements appropriate safety standards and promotes a safe work environment.
- Performs other related duties as assigned.

Qualifications

- Degree in civil engineering, transportation planning or regional and urban planning

- 10 years' progressively responsible engineering experience in the planning, design, and operation of a transit network.
- Registered, or eligible for registration, as a Professional Engineer, with the Association of Professional Engineers and Geoscientists of Saskatchewan or with the Saskatchewan Professional Planners Institute.
- Possession of a valid, Class 5 Saskatchewan Driver's Licence.
- Current driver's abstract from SGI demonstrating a safe driving record.
- Thorough knowledge of principles and practices related to transit systems and transportation planning.
- Knowledge of generally accepted accounting, budgeting and financial procedures.
- Demonstrated ability to plan, direct, coordinate, monitor and evaluate the work of assigned staff.
- Demonstrated ability to communicate effectively, orally and in writing, including the ability to prepare and present complex technical reports.
- Demonstrated effective interpersonal skills to establish and maintain effective working relationships with civic staff, civic officials, representatives of other agencies and the public.

Requires Security Check

Additional Requirements

Weekly Hours: 40

Salary Range: \$117,900.96 to \$138,533.28 CAD **per annum** (2022 rates)

Diversity, Equity and Inclusion

The City of Saskatoon offers an inclusive workplace that embraces diverse backgrounds. As an equity partner with the Saskatchewan Human Rights Commission (SHRC), the City commits to diversity, equity and inclusion in our workplaces. By having our workforce reflect the community we serve, we support the realization of miyo-pimatisiwin, (me-o-pi-ma-ti-si-win) "the good life", for all residents. To learn more about Diversity, Equity and Inclusion at the City, please visit

[Saskatoon.ca/diversity](https://saskatoon.ca/diversity)

Accommodation

The City of Saskatoon strives to provide an accessible and inclusive workplace for all, including throughout the application and selection process through reasonable access and accommodations. Should you require accommodation through any stage of the recruitment process, please email talentacquisition@saskatoon.ca.