

**Town of Caledon**

***make a difference***



**Job Title: Coordinator, Sustainable Transportation (Permanent Full-Time)**

**Closing Date: June 13, 2024, 12pm**

Town of Caledon is a dynamic municipality that successfully balances urban, rural, and agricultural communities. Our energetic staff are guided by our core values that create an environment for continuous improvement and customer service excellence.

In addition to offering exciting career opportunities, the Town also provides a competitive and comprehensive total rewards package. Come see how you can ***make a difference***.

### **The Opportunity**

Reporting directly to the Manager, Transportation Engineering this role is responsible for coordinating and advancing the projects and programs relating to sustainable transportation, such as walking, cycling, and Transit. As the Coordinator, Sustainable Transportation, you will perform the following duties, including but not limited to:

- Coordinate with relevant departments to identify and implement on-road pedestrian and cycling infrastructure opportunities, with duties including but not limited to research best practices, conduct sustainable transportation studies, assess, and evaluate cycling facilities, identify infrastructure/programming gaps, develop plans/policies, report on feasibility of implementing specific cycling segments, undertake projects/programs, and oversee implementation.
- Review external studies, including Transportation Demand management (TDM) related to development applications and active transportation master plans.
- Collaborate with relevant departments stakeholders in the public and private sectors to improve and promote sustainable transportation, by ways of evaluation, engineering, education, encouragement, and enforcement.
- Engage and connect effectively with the public in an educational and persuasive manner by canvassing, phone calls, in-person meetings, and other means of communications to convey technical/non-technical messages and respond to enquiries.
- Assess and oversee existing and future transit services and projects across the Town.
- Coordinate the Caledon Active Transportation Task Force, and work towards the goals of attaining the Bicycle Friendly Community and Walk Friendly Ontario designations.
- Perform additional duties and undertake special projects as assigned.

### **The Ideal Candidate**



6311 Old Church Road  
Caledon, ON L7C 1J6  
[www.caledon.ca](http://www.caledon.ca)

T. 905.584.2272 | 1.888.225.3366 | F. 905.584.4542

We are seeking a passionate professional with a post-secondary degree in Civil Engineering with a direct focus in Transportation Engineering or a diploma in Transportation Engineering Technology, or a closely related field. Our ideal candidate has a minimum 3 - 5 years related working experience in Traffic Engineering, Transportation Planning, with focus on Active and Sustainable Transportation.

The ideal candidate will have demonstrated analytical and problem-solving skills involving regular development of new and improved methods. We are seeking an individual with superior interpersonal skills including the ability to work effectively in a team environment, a demonstrated ability to work independently, and excellent verbal and written communication skills

The successful candidate for Coordinator, Sustainable Transportation will be required to work a flexible schedule, including in the office, remotely and after hours (as required).

This position offers a salary range of \$77,790.11 to \$95,332.10 plus a competitive benefit package.

*Satisfactory passing of a criminal record check, and proof of qualifications will be required of any successful candidate(s) for this position.*

*The Town is committed to diversity and inclusivity in employment and welcomes applications from qualified individuals of diverse backgrounds. The Town is an equal opportunity employer that is committed to an inclusive and barrier-free workplace. If your application requires accommodation, please contact People Services at (905) 584-2272 Ext. 4738.*

*Applications for this posting will be accepted until **June 13, 2024, 12:00PM.***

### **How To Apply**

To learn more about employment with the Town of Caledon and to apply for this exciting and challenging opportunity, visit: [www.caledon.ca/careers](http://www.caledon.ca/careers)

If needed and upon request, this document can be made available in an alternative format.



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