Program Manager

Closes: The position is open until filled with applications reviewed beginning Friday, January 30, 2015.
Status: Regular full-time, 40 hours per week; Exempt FLSA status.
Salary: Starting salary range $90,000 - $108,000 annually, DOE, with full benefits.
Location: Puget Sound Regional Council, Downtown Seattle, Washington

ABOUT PSRC:
The Puget Sound Regional Council (PSRC), established in 1991, is a regional planning agency with a mission to enhance the quality of life in the central Puget Sound region. PSRC is an association of cities, towns, counties, ports, and state agencies that serves as a forum for developing policies and making decisions about regional growth, economic, and transportation issues in the four-county, central Puget Sound region. It is the designated Metropolitan Planning Organization for the region and the Regional Transportation Planning Organization under Washington State law. For more information, visit www.psrc.org. PSRC is an equal opportunity employer.

THE POSITION:
PSRC is seeking a Program Manager to lead the Modeling section of the Data Systems and Analysis (DSA) Department. The Program Manager – Modeling will oversee the development and application of the agency’s forecasting models – currently PSRC’s modeling suite includes both four-step and activity-based (SoundCast) travel models, the UrbanSim land use model, and an in-house regional economic model. The primary role will be overseeing the management and professional development of the 8-12 persons DSA modeling staff, maintaining a strong, team-oriented approach to successfully applying and developing PSRC models, while serving as a technical resource and coordinating the task prioritization and problem-solving efforts of the group. The Program Manager will also be responsible for leading the scoping of both short and longer-range modeling goals, and ensuring the successful completion of modeling-related objectives contained in the agency’s biennial work program. This position will also serve as the primary technical modeling liaison between the DSA Department and the rest of the agency, as well as external users of the PSRC models and forecast products.

THE CANDIDATE:
The ideal Program Manager - Modeling candidate will have the following knowledge and abilities:

Modeling Experience
- Extensive experience in the development and application of some or all of the models currently in use by DSA: regional econometric, land use, and travel demand models, with emphasis on micro-simulation land use models and activity-based travel models.
- Strong theoretical and practical knowledge of individual modeling systems, and especially how they interact with each other.
- Demonstrated knowledge of how macro and micro-economic theory should be represented in forecasting models, such as transportation pricing strategies and real estate market dynamics.
- Experience with current land use modeling and travel demand modeling software, and knowledge of emerging technology and its implications for current modeling and forecasting methodologies.

Management
- Provide managerial and/or supervisory support to team members for assigned projects. Manage, coordinate, organize, direct work assignments, and evaluate the performance of assigned project team members while providing opportunities for and encouraging professional growth.
- Manage and participate in the development and implementation of goals, objectives, policies, and priorities of DSA modeling programs, including the financial and budgetary responsibilities.
- Monitor and evaluate the efficiency and effectiveness of service delivery methods and procedures; assess and monitor workloads; identify opportunities for improvement and reviews them with the Director of Integrated Planning as appropriate; and implement improvements.
- The ability to work with the general public, planning professionals and agency staff, including supervised staff, to develop positive and successful working relationships.
Planning and Applied Analysis and Communication

- Present modeling results and recommendations to committees and PSRC boards. As lead staff support, provide organizational assistance, research, and materials for committees and boards. Develop special reports as requested.
- Represent the agency at meetings and provide technical expertise on data issues to the public and member agencies. Communicate the impact of specific plans to local agencies, community groups, businesses, and others. Coordinate special projects with local jurisdictions and special jurisdictions.
- The ability to remain current on public policy, planning strategies and legislation related to regional transportation, growth management and economic planning and review literature concerning assigned planning areas. A clear understanding of federal and state metropolitan planning requirements related to modeling and forecasting is also necessary. Knowledge of Washington State’s Growth Management Act is also desired.

Technical Skills

- Develop research and analytical methods and techniques. Supervise or conduct complex technical research and analyses using specialized software and computerized data.
- Strong knowledge of and/or direct experience with computer applications used in modeling, data analysis, and output presentation, including relational databases, GIS applications, programming languages, visualization software. Experience with those applications currently in use at PSRC, including Python, EMME, ESRI ArcGIS, and Microsoft Office is desired.

Personnel / Team

- The ability to work effectively as part of a team and with technical committees to coordinate the application of modeling projects to inform regional planning studies.
- Highly developed verbal, listening, communication and interpersonal skills. Ability to solicit and incorporate feedback. Excellent writing and communication skills.

EXPERIENCE AND EDUCATION:

- Bachelor’s degree in related field; Master’s degree preferred.
- Eight years of increasingly responsible experience in land use or travel demand modeling, transportation planning, regional planning, or information systems.
- Two years of lead or supervisory direction to other staff.
- Knowledge of travel demand and modeling and database management.
- Or any combination of education and experience that would provide the applicant with the desired skills, knowledge and ability required to perform the job.

TO APPLY:

- To be considered, applicants must submit a cover letter, resume, and completed, signed PSRC application.
- The voluntary, confidential Equal Employment Opportunity form is appreciated for applicant tracking purposes.
- For application materials, please visit [http://www.psrc.org/about/careers](http://www.psrc.org/about/careers).
- Completed materials can be emailed to hrdept@psrc.org, faxed to 206-587-4825, or mailed to: Puget Sound Regional Council, attn.: HR, 1011 Western Ave., Suite 500, Seattle, WA 98104