**Planner 4 – Bicycle and Pedestrian Program Manager
Oregon Department of Transportation
Public Transportation Division
Policy & Strategic Investment Unit**[**Salem**](https://traveloregon.com/places-to-go/cities/salem/)

Salary: $6,454 - $10,013

**The role:**

We need your leadership, communication and analytical skills! As a **pedestrian and bicycle program manager,** you will develop and implement statewide policy and program activities to support our efforts to improve conditions for people walking, rolling and biking. You will be the central point of contact for pedestrian and bicycle issues across the state and serve as a policy and technical advisor to internal staff and external parties. You will also lead the implementation of the Oregon bicycle and pedestrian plan, coordinate funding decisions, contribute to and distribute program materials, act as the staff liaison for advisory committees and coordinate training and education opportunities for agency staff. If you’re passionate about expanding access for walking, rolling and biking and excited to develop your leadership and project management skills, then **apply today!**

We encourage people from all backgrounds to apply for our positions. We hope you’ll join us on our path to increasing diversity, equity, inclusion and belonging through [our values, commitments, strategies and actions](https://www.oregon.gov/odot/equity/Pages/About.aspx).

**Before applying, visit our** [**applicant information website**](https://www.oregon.gov/odot/About/Pages/Applicant-Information.aspx) **to learn more about our process. If you are a current State of Oregon employee, you must apply through your** [**employee Workday profile.**](https://wd5.myworkday.com/wday/authgwy/oregon/login.htmld)

**A day in the life:**

* Manage and coordinate pedestrian and biking policy issues statewide.
* Identify investment needs, coordinate agency funding distributions and legislative requests.
* Recommend policy strategies, options and legislative positions to senior managers.
* Participate in multidisciplinary teams to communicate agency policy and implementation strategies.
* Represent the agency and communicate policy direction at manager meetings, occasionally before elected officials and other interested parties.
* Assess federal and state policy changes for implications to the agency.
* Bring forward advocacy, concerns and perspectives from external partners for consideration.
* Staff the Oregon Bicycle and Pedestrian Advisory Committee (OBPAC), coordinate support for recommendations, develop agendas, assist in developing the annual work program update and track progress.
* Report on the progress of key performance measures, update and implement the 5 year Oregon bicycle and pedestrian work plan and coordinate contractor support for policy implementation efforts.
* Develop and deliver training, lead monthly coordination meetings for agency staff that support active transportation initiatives and organize regular workshops.
* Develop and implement plans to communicate and engage internal and external partners, identify project risks and design strategies to manage and mitigate risks.
* Coordinate and oversee the update and distribution of program materials.
* Hybrid work options available – minimum in office once a month for meetings and trainings. Occasional over night travel.
* **To request a copy of the position description, which includes all duties and working conditions, please email** **ODOTRecruitment@odot.oregon.gov****.**

**What’s in it for you:**

* Work/life balance, 11 paid holidays a year, flexible work schedules, paid leave and so much more. [Learn more](https://www.oregon.gov/odot/About/Pages/Career-Opportunities.aspx) about working at the Oregon Department of Transportation and the [benefits](https://www.oregon.gov/odot/about/pages/employee-benefits.aspx) we offer.
* Competitive benefits packages which can be estimated using our [compensation calculator](https://www.oregon.gov/odot/About/Pages/compensation-calculator.aspx).
* Comprehensive and equitable base salary offer within the listed range based on your experience, skills and education. The salary range listed is the non-[PERS](https://www.oregon.gov/pers/Pages/index.aspx) participating rate. If you are already a participating PERS member or once you become PERS eligible, the salary range will increase by 6%. Please review the [Classification and Compensation](https://www.oregon.gov/das/hr/pages/cc.aspx) page for more details.
* [Public Service Loan Forgiveness](https://studentaid.gov/manage-loans/forgiveness-cancellation/public-service) opportunity!

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**Minimum qualifications:**

Eight (8) years of planning experience related to the job;

**OR**

A bachelor's degree in urban or regional planning, public administration, social science, civil engineering, architecture, economics, geography or a related field **AND** four (4) years of planning experience related to the job;

**OR**

A master's degree in urban or regional planning, public administration, social science, civil engineering, architecture, economics, geography or a related field **AND** three (3) years of experience;

**OR**

An equivalent combination in relevant education, training, and experience.

**What we’d like to see:**

If you have these attributes, let us know in your application materials! It's how we will choose whom to move forward! You do not need to have all these qualities to be eligible for this position. We may also use transferable skills, experience, education and alignment with [ODOT values](https://www.oregon.gov/odot/About/Pages/Mission.aspx) to help us decide who will move forward.

* Demonstrated experience working on bicycle and pedestrian related issues and policy, bringing a general understanding of national and international trends and best practices.
* Skilled at working collaboratively and influentially with different peers towards a common outcome, as well as working well independently.
* Demonstrated experience managing relationships with interested parties and partnering with people in different roles to achieve a common goal.
* Demonstrated experience building strong partnerships, strategic engagement, political navigation acumen and the ability to work in a demanding and time sensitive environment with competing priorities.
* Experience and skills with project management and administering funding programs.

**Learn more and apply:**

This recruitment closes at 11:59 p.m. on Monday, June 17, 2024.

Please note that we can only accept applications through our website.

For questions, call 503-779-9733 or email ODOTRecruitmentJB@odot.oregon.gov

**ODOT is an Equal Employment Opportunity and Affirmative Action Employer**