



**RTC OF SOUTHERN NEVADA**  
Department of Metropolitan Organization Planning  
600 S. Grand Central Pkwy, Ste. 350  
Las Vegas, NV 89106  
<http://www.rtcnv.com>

## SENIOR REGIONAL PLANNER

SALARY  
\$68,744.00 Annually

**\*\*Although there is a salary range for this position, salary will be negotiated depending on experience.\*\***

**THIS RECRUITMENT WILL BE USED TO ESTABLISH AN OPEN COMPETITIVE AND PROMOTIONAL ELIGIBILITY LIST THAT MAY BE USED TO FILL FUTURE VACANCIES OCCURRING IN THIS CLASSIFICATION FOR A MINIMUM PERIOD OF SIX (6) MONTHS. ALL COMMUNICATION WITH APPLICANTS WILL BE VIA EMAIL. APPLICANTS MUST PROVIDE A CURRENT AND VALID EMAIL ADDRESS WHEN APPLYING.**

**OPENING DATE:** 03/07/2024

**CLOSING DATE:** 04/06/2024

### **THE POSITION**

Responsible for assisting with the implementation of the Southern Nevada Strong (SNS) Regional Plan; establishes SNS as a collaborative, efficient, and effective leader in the community; engages, educates, and motivates action on implementation of the SNS Regional Plan; identifies and provides practical tools, trainings, and technical expertise.

**FLSA STATUS:** Exempt

**Working Conditions:** May work shifts on days, evenings, weekends, and holidays. **Work from home is available once probation period has been completed.**

### **REQUIREMENTS**

**Education and Work Experience:** Equivalent to a Bachelor's Degree in planning, or a closely related field and four (4) years of demonstrated professional planning experience.

**Preference may be given to candidates who are bilingual.**

**Licensing and Certifications:** Must possess valid Class C Driver License at time of appointment.

**Background Investigation:** Employment with the Regional Transportation Commission in this position is contingent upon the results of a comprehensive background investigation, including qualifying education/experience verification, social security trace, criminal history records review, and driving history record checks.

### **Required Forms:**

**1. RTC Application On-Line Profile:** Follow all the instructions on the application to include any education and experience that would qualify you for this position.

**Only the most-qualified candidates will be invited to participate in the examination process.** Candidates should ensure that they highlight any of the following professional experience they possess on their applications/resumes:

- Ability to develop regional plans to expand electric vehicle charging infrastructure and enhance transportation resiliency.
- Ability to develop and facilitate implementation of inclusive and equitable community engagement plans.
- Ability to collaborate with team members to develop regional planning products and outreach materials to support sustainable transportation and growth.
- Ability to track grant opportunities that support sustainable transportation and co-facilitate regional grants coordination.
- Demonstrated experience building partnerships with regional stakeholders such as government and community organizations, utility providers, Clean Cities, and others.

### **PHYSICAL DEMANDS**

Physical ability to perform office and related work, including operating computers and office machinery; stamina to sit for extended periods of time; strength to lift and maneuver materials weighing up to 25 pounds; vision to read printed materials; and hearing and speech to communicate in person or over the telephone. Accommodation may be made for some of these physical demands for otherwise qualified individuals who require and request such accommodation.

### **EXAMPLE OF DUTIES**

Conducts research, studies, analysis and produces technical work in support of SNS initiatives; monitors progress and encourages implementation of the Regional Plan by external third parties; researches and applies best practices. Plans, develops and implements strategic plans, public outreach, and technical support regarding RTC and SNS programs for internal and external audiences; assists with planning and implementing internal and external public outreach events/activities and special events. Interfaces with all levels of local government staff and members of the private and social sectors; fosters and manages relationships to develop partnerships and coalitions that lead to results. Assists with scheduling, negotiating costs and purchasing services which may be needed for SNS activities. Manages multiple projects/deliverables with short- and long-range completion dates. Coordinates, researches, writes and produces various reports and collateral which may include annual reports, graphic displays, brochures, maps, website development and social media mediums; Participates in professional development sessions or seminars; stays current on trends, innovations and legal developments in regional planning. Operates a variety of office equipment, to include computers and associated software. May function as an assistant to the Regional Planning Manager or as a team leader. All other duties assigned.

