
Location:	Hampton Roads Region – Chesapeake, VA (Southeastern Virginia)
Classification:	Full-time; Exempt FLSA status
Salary:	Starting Salary \$140,000; Full Benefits
Closing Date:	Open Until Filled

About the HRTPO

The Hampton Roads Transportation Planning Organization (HRTPO) is the transportation planning division of the Hampton Roads Planning District Commission (HRPDC), one of 21 Planning District Commissions in the Commonwealth of Virginia. Federal regulations require that urbanized areas (areas with a population of 50,000 or more, as designated by the Census Bureau) throughout the United States have a Metropolitan Planning Organization (MPO) to conduct a continuing, cooperative and comprehensive transportation planning process. Urbanized areas with a population of 200,000 or greater are designated as Transportation Management Areas (TMA). HRTPO serves as the Metropolitan Planning Organization (MPO) for the Hampton Roads region and serves a population of more than 1.7 million. The HRTPO is responsible for transportation planning and programming in the Hampton Roads TMA and serves as a resource of technical expertise to its member local governments. The HRTPO is an equal opportunity employer. For more information on the HRTPO, visit www.hrtpo.org.

The Position

The HRTPO is seeking a highly qualified and experienced professional for the position of Deputy Executive Director. The successful candidate will guide and supervise the activities of professional staff in a regional planning office in the areas of transportation planning and engineering. The position requires significant public sector knowledge with demonstrated knowledge of the theories, principles, and techniques of transportation planning and analysis as well as strong consensus building, personnel and budget management skills. The successful candidate will have a comprehensive understanding of federal and state transportation planning and programming requirements as well as a full understanding of MPO laws and regulations. The Deputy Executive Director assists the Executive Director in providing strategic and dynamic leadership and management for the agency's transportation planning activities and oversees the integration of policy, funding, innovation and operational elements of the HRTPO's work. **Qualified applicants must be a U.S. citizen or a permanent resident.**

The Candidate

The successful candidate will demonstrate the knowledge, skills and abilities to:

- Lead a team of transportation planning and engineering professionals, with the ability to plan and supervise daily work activities and long-term programs and projects. Demonstrated effectiveness as a manager, team-builder, and motivator who creates a climate of collegiality, trust, and dedication to the mission of the organization.
- Work with member governments and stakeholders to develop transportation programs which support the HRTPO's goals. Must have demonstrated leadership experience in working with Boards and/or teams of senior executives.
- Monitor on-going programs and projects to ensure compliance with applicable state & federal regulations.
- Review, analyze and present technical reports, legislation, regulations and policies to the HRTPO Board and other stakeholders; must be able to prepare technical reports and communicate complex ideas effectively both orally and in writing.
- Develop a yearly work program and budget describing the work to be undertaken by HRTPO staff during the coming year.
- Work with the Executive Director to serve as a primary liaison to key federal and state partners within USDOT, FHWA, FTA and VDOT as well as other Virginia MPOs.
- Articulate the HRTPO's position to various legislative, executive, business, civic/citizen and media audiences.

Education & Experience

- Graduation from an accredited college or university with major course work in transportation planning, transportation engineering, urban planning or a related applicable field; Master's degree in transportation planning, transportation engineering, urban planning or related field preferred.
- Considerable professional experience with significant supervisory experience in the public sector preferred.
- Experience working with MPOs highly desirable.



To Apply

- Résumés reviewed on a rolling basis beginning July 15, 2020. To be considered, applicants must submit a cover letter and résumé to Kelli Arledge, Human Resources Administrator, at karledge@hrpdcva.gov, or mail documents to:

Kelli E. Arledge
Human Resources Administrator
HRPDC/HRTPO
723 Woodlake Drive,
Chesapeake, VA 23320

About Hampton Roads

The Hampton Roads area is located in southeastern Virginia where the Atlantic Ocean meets the Chesapeake Bay. The region's land area covers approximately 2,907 square miles and includes an extensive system of waterways including the Intercoastal Waterway and the James, York, Nansemond and Elizabeth Rivers. Hampton Roads is rich in cultural treasures, reflecting the diversity of its communities and a variety of annual festivals celebrate the heritage of the region. History, music, drama, and art can also be found in a multitude of theaters and museums in the area. Norfolk is recognized as the Arts capital of Virginia, and is the home city for the Virginia Symphony, Virginia Ballet, Virginia Opera and the Commonwealth Theatre Company. The NorVa Theater, a downtown concert venue, offers concerts featuring national touring acts and well-known artists. The City of Virginia Beach is the number one vacation destination in Virginia. The City's three-mile boardwalk is only part of what makes the City so attractive to locals and visitors alike. From Croatan Beach to the south all the way to the North End beaches of the City, Virginia Beach reveals its vibrancy and laid back beach vibe, all wrapped up in a sprawling, park-like setting. The Mariner's Museum in Newport News is one of the most famous and complete maritime museums in the world. Also located in Newport News is the Virginia War Museum, featuring the largest collection of war relics and historical records in the United States. Nauticus, the National Maritime Center, is located on the downtown Norfolk waterfront and is home to the Battleship Wisconsin. Williamsburg and James City County offer a wide range of activities and historic destinations; whether it is Williamsburg and the Colonial Capital or Busch Gardens Amusement park. Facilities located along the James and York Rivers offer a variety of activities that include boating, fishing, camping, biking, and tennis. Washington, D.C. is 200 miles to the north, and Richmond, the state capital, is located 100 miles to the west.

Benefits

The HRTPO provides a complete package of benefits as part of your compensation package. Benefits for full-time employees include:

- Medical
- Dental
- Vision
- Life Insurance
- Virginia Retirement System with Associated Benefits
- Paid Time Off
- Paid Holidays
- Family Medical Leave
- Bereavement Leave
- Civil Leave
- Military Leave
- Flexible Spending Accounts
- Professional Development Opportunities