



Northern Virginia Transportation Authority

The Authority for Transportation in Northern Virginia

NORTHERN VIRGINIA TRANSPORTATION AUTHORITY

POSITION TITLE: Entry-Level Regional Transportation Planner

REPORTS TO: Principal, Transportation Planning and Programming (TPP)

SALARY: Compensation based on qualifications and experience

About the Job:

The Northern Virginia Transportation Authority (NVTA) is seeking a proactive and visionary Regional Transportation Planner (Mid-Level) to join our team and play a key role in shaping the future of transportation in one of the nation's most dynamic regions. In this exciting role, you will lead key transportation initiatives, collaborate with local governments, consultants, and regional stakeholders, and influence the adoption of innovative technologies to revolutionize mobility. This is an exceptional opportunity to contribute to transforming Northern Virginia's transportation system and helping the region reduce its dependency on driving. If you're eager to make a real difference and drive positive change, this is the perfect role for you.

Experience the perfect work-life balance with a flexible hybrid schedule, a newly renovated office just steps from the Metro, and a vibrant, team-oriented culture that fosters creativity and professional development. If you're eager to make a real difference in your career and help define the future of transportation, this is the opportunity you've been waiting for!

Functional Responsibilities:

As a Regional Transportation Planner at NVTA, you will contribute to various key initiatives across the organization. While not all responsibilities may apply directly to your role, you will collaborate with the planning team on:

Transportation Planning

- Collaborate on updates to TransAction, the region's long-range transportation plan, and support project evaluation, public engagement, and stakeholder coordination.
- Contribute to regional transportation initiatives, including Bus Rapid Transit (BRT) planning and the development of state and local plans like VTRANS and Transit Development Plans.

Funding Programs/Programmatic Oversight

- Manage NVTAs Six Year Program, including reviewing project applications, overseeing the progress of funded projects, and facilitating timely project delivery.
- Serve as the staff coordinator for one of the following committees: Technical Advisory Committee (TAC), Planning Coordination Advisory Committee (PCAC), or Planning and Programming Committee (PPC). Responsibilities will include developing agendas, hosting meetings, and providing reports.
- Manage the development and tracking of Regional Surface Transportation Program (RSTP) and Congestion Mitigation and Air Quality (CMAQ) federal funds.

Data Analytics/Transportation Modeling

- Lead or support data analytics, including transportation demand modeling
- Lead the development of interactive GIS tools and travel trend monitoring.
- Support project reporting through the use of GIS and interactive mapping.

Transportation Technology

- Maintain and regularly update the region's Transportation Technology Strategic Plan (TTSP).
- Support the implementation of the Regional Multimodal Mobility Program (RM3P) while collaborating with partners such as VDOT.
- Lead coordination of the Northern Virginia Transportation Roundtable, develop content for "Driven by Innovation," NVTAs eBlast on emerging transportation technologies, and manage the Innovation Lunch & Learn series.
- Serve as the staff coordinator for the Transportation Technology Committee (TTC), including agendas agenda development, hosting meetings, and reporting.

Community Engagement

- Support public outreach efforts, such as open houses and public comment periods.
- Identify and explore opportunities to engage with the region's business community.

Preferred Characteristics:

We're looking for a self-starter who:

- Demonstrates strong initiative, working independently and taking ownership of tasks with minimal supervision.
- Possesses excellent organizational skills and can juggle multiple priorities and deadlines, managing both immediate and long-term projects efficiently.
- Exhibits outstanding communication and interpersonal skills, building effective relationships across all levels of an organization, and with external stakeholders.
- Is a confident and engaging public speaker, able to clearly articulate ideas and present complex concepts in a simple, persuasive manner.
- Has a proven track record of fostering collaboration with a variety of agencies and stakeholders, promoting cooperation and positive outcomes.
- Can navigate and adapt to political environments, building strong working relationships with elected officials and leaders.
- Is skilled in preparing high-quality reports, briefings, and presentations for diverse audiences, translating complex technical information into clear, accessible language.

- Is experienced in managing interactions with advisory committees and the public, handling disagreements constructively and guiding conversations toward resolution.
- Has a strong ability to coordinate and support successful events, from planning to execution.

Qualifications

- Bachelor's degree in a relevant field (e.g., transportation planning, transportation engineering with planning experience, public administration with planning experience, or environmental science with planning experience).
- At least two years of professional experience in metropolitan transportation planning is preferred, though relevant internships may be considered as a substitute.
- Familiarity with transportation modeling tools, including travel demand, air quality, and simulation models.
- Experience with transportation technologies and their integration into planning processes.
- Knowledge of transit planning and operations, with an understanding of current trends and challenges.
- Experience with transportation dashboards and performance measurement tools.
- Proficiency in relevant planning software, including statistical analysis tools, spreadsheets, database management systems, GIS, and simulation tools.

Benefits:

- Health Insurance
- Short- and Long-Term Disability Insurance
- Membership in the Virginia State Retirement System Plans.
- Life Insurance
- Annual and Sick Leave as well as 14 holidays
- Flexible Spending Accounts (Health/Dependent Care)
- Free In-building Fitness Center

Our Culture

At NVTA, we believe that a thriving work environment is key to achieving our vision. We are committed to fostering a culture where collaboration, respect, and innovation drive everything we do. Our team members are encouraged to bring their unique ideas and talents to the table, working together to create solutions that enhance the quality of life in Northern Virginia. We invest in our employees by offering opportunities for growth, learning, and leadership, making NVTA a place where you can build a fulfilling career while making meaningful contributions to the region. If you're ready to be part of a dynamic team with a purpose, NVTA is the perfect fit.

Why NVTA?

Join a collaborative team, advance your career, and help shape the region's future - this is a role you won't want to miss!

Apply Now!

If you're ready to make a lasting impact in transportation planning, apply now! For further details, don't hesitate to reach out to recruitment@thenovaauthority.org. You can easily upload your cover letter or send it directly to this email address. We look forward to connecting with you!

The Northern Virginia Transportation Authority prohibits discrimination on the basis of race, sex, sexual preference or identification, color, national origin, religion, age, veteran status, political affiliation or disability.