

## CITY OF HAMILTON

**PLANNING & ECONOMIC DEVELOPMENT DEPARTMENT**  
**(TRANSPORTATION PLANNING & PARKING DIVISION - TRANSPORTATION PLANNING SERVICES –**  
**LOCATION – 100 KING STREET WEST, SUITE 900)**

**SENIOR PROJECT MANAGER, TRANSPORTATION AND MOBILITY PLANNING - LRT**

**SUMMARY OF DUTIES**

Reporting to the Program Manager Sustainable Mobility, the Senior Project Manager Transportation and Mobility Planning will be responsible for leading the development and implementation of policies and programs to manage travel demands leading up to and through LRT construction, and beyond, while building support for transit and sustainable transportation city-wide. This highly motivated individual will lead transportation planning and sustainable mobility initiatives in support of LRT while providing cross-divisional coordination with related initiatives including Community, School and Employer Programs.

**PROJECT OVERVIEW**

Hamilton LRT is focused on improving access to transit and supporting the continued growth and revitalization of the city. It is the first piece of a broader rapid transit strategy for Hamilton, referred to as the BLAST Network, as well as a priority project in Metrolinx's Regional Transportation Plan.

In May 2021, a joint funding announcement was made by the provincial and federal governments committing \$3.4B to the capital cost of the project, making the Hamilton LRT one of the largest infrastructure investments in the City's history.

The LRT will connect McMaster University in the west end of Hamilton to Eastgate in the east, with new light rail vehicles running along tracks separated from regular traffic, offering frequent, safe and reliable service. It will also integrate with Hamilton Street Railway (HSR) bus service, and connect with local bike share, and GO bus and rail service.

**RESPONSIBILITIES**

You will assume responsibility for developing and executing a multi-year plan to for sustainable mobility as it relates to Hamilton's Light Rail Transit Project.

You will be responsible for coordinating and assigning tasks to a multi-disciplinary team within the Transportation Planning and Parking Division (Sustainable Mobility Group) as well as the LRT Division, including but not limited to, supporting a multi-modal transportation system, identifying travel demand management strategies, construction mitigation coordinating with overall master plans for transit, cycling and walking; stakeholder and public engagement, and input into long-range transportation planning and the capital budget process.

You will be responsible for ensuring through liaison with the various service delivery groups that are involved in designing and implementing the LRT project.

**GENERAL DUTIES (INCLUDING, BUT NOT LIMITED TO)**

Coordinate the development of strategies to shift travel demands in the LRT corridor by mode, time and routing in order to mitigate the impacts of lane reductions due to LRT construction.

Ensure LRT-related sustainable mobility initiatives are implemented in coordination with city wide programs and projects for active transportation, transit and traffic management.

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Develop a multi-year plan for sustainable mobility initiatives in the LRT influence area including resourcing requirements funding sources, taking into account the various stages of LRT construction and subsequent operation.

Research, plan and implement strategic Transportation Demand Management (TDM) activities and initiatives for the LRT corridor leading up to and during construction that may include vanpool/carpool programs, transit, cycling and walking programs and other initiatives for commuters of all transportation modes.

Oversee the development of Smart Commute programs for LRT including customized trip plans for workplaces, employees, major destinations and residences along the LRT corridor that help mitigate construction impacts while also encouraging people to patronize affected businesses.

Engage relevant stakeholders and corporate partners in the development of a community-based social marketing program for the LRT project.

Integrate and administer a school travel program, including a safety review, for schools along and near the LRT corridor.

Provide research reports, policy briefs, presentations, trend analysis/forecasting, grant applications and transportation demand management analyses for the LRT project.

Be familiar with and implement the International Association for Public Participation (IAP2) guidelines, tools and techniques, as well as the Hamilton Engagement Charter, and be able to apply these concepts during the project feasibility and design stages.

Understand transportation systems equity concepts, all ages and abilities (AAA) design concepts, Complete Streets design techniques and evaluation methods, and the importance of behavior change as it relates to engagement and active transportation networks.

Use a "best practices" approach, to develop and deliver sustainable mobility initiatives in a timely and cost-effective manner.

Represent the City of Hamilton on external committees and technical advisory committees relating to Metrolinx's rapid transit program.

Exhibit a strong customer service focus in all activities.

Attain and maintain currency with evolving standards and community trends.

Identify, develop and implement policy and improvement strategies in the delivery of services to meet mandated goals and objectives.

Attend cross-sectional, cross-divisional, and cross-departmental meetings with respect to development applications.

Liaise as needed with development applicants, the public and stakeholders.

Establish, track, and ensure achievement of key performance indicators and benchmarks for sustainable mobility.

Ensure compliance with Provincial and Federal statutes and regulations and Municipal by-laws and policies, with specific regard for the Occupational Health and Safety Act.

Manage external consultant & service contracts.

Participate in strategic planning for the direction of the section.

Attend public meetings to present the City's position/actions to the public, media and outside government bodies. Respond to members of the public, elected representatives and other agencies verbally, electronically and in

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writing. Represent the group, section, division, department and/or the City in formal or informal meetings with elected representatives, the public, other municipalities, technical organizations and the media.

Provide leadership and coaching through consultation with an effective supervisory and administrative team.

Develop and empower staff through delegation of responsibilities and accountabilities, through regular feedback, and by providing development opportunities and technical direction.

Promote teamwork and integration between groups within the section and with other parties participating in cross-functional and cross-program initiatives.

Assist the Program Manager in responding to various corporate, community, Provincial or Federal proposals for service initiatives, changes or enhancements.

Provide professional consultation, including reports, to Management staff.

Act on behalf of Program Manager in his/her absence on departmental management team or other assignments as delegated.

Perform other duties as assigned, which are directly related to the responsibilities of the position.

### **QUALIFICATIONS**

1. Proven demonstrated knowledge of the theories and practices of transportation planning usually acquired by obtaining a relevant University Degree and proven work experience or by obtaining a Diploma in an accredited Engineering Technologist's Course from a Community College plus demonstrated progressive work experience or a combination of relevant education and relevant experience.
2. Member of, or be eligible for certification with, respective professional associations, i.e. as a Professional Engineer in the Province of Ontario or a Registered Professional Planner is preferred.
3. Extensive knowledge in the area of sustainable transportation issues, transportation demand management and TMA programs, trends and developments as demonstrated through previous work experience.
4. Demonstrated knowledge and understanding of transportation and urban planning principles and the interrelationship between transportation and land use.
5. Possess a record of technical competence, customer focus, staff delegation and empowerment.
6. Possess a demonstrated record of leadership and guidance, technical competence, customer focus, innovation/creativity, team advocacy, staff delegation, empowerment and staff development, and be results orientated.
7. Possess a high level of personal integrity and is an excellent communicator.
8. Highly developed ability to articulate a vision to lead and inspire others.
9. Highly effective leadership, facilitation, communication (written and oral), presentation, interpersonal and organizational skills.
10. Experienced in designing and delivering customer focused programs and services.
11. Ability to deal effectively with elected officials, representatives of other levels of government, management, peers, staff and the general public.
12. Thorough knowledge and understanding of statutes, regulations and by-laws affecting the department/section.

13. Working knowledge of computer software applications.

**THE INCUMBENT SHALL COMPLY WITH ALL HEALTH AND SAFETY POLICIES AND PRACTICES FOR THIS POSITION AND THE WORKPLACE**

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