



Chapel Hill

North Carolina



Invites your interest in the position of

Transportation Engineering Manager



If you are highly experienced in multimodal transportation engineering and your peers would describe you as a team leader with impeccable project management skills, the Town of Chapel Hill, NC invites you to consider the **Transportation Engineering Manager (TEM)** position as your next dynamic career opportunity. A very important leadership role for the Town, the **TEM** is a highly qualified professional, eager to apply expertise and experience to improve the Town's multimodal transportation - creating places that community members and visitors want to live, work, and play. The **TEM** must be effective in communicating and collaborating with Town departments and diverse stakeholders to ensure project goals align with the Town's vision while ensuring the safety of the community. This position is for the highly organized multi-tasker who has a passion for public service and thrives in an exciting and fast-paced environment.

About the Community:

The Town of Chapel Hill, founded in 1819 and chartered in 1851, was named for the Church of England New Hope Chapel, which once stood atop the hill's crossroads. This thriving, multicultural university town has a population of over 60,000 and frequently appears in national "best place to live" listings and was also recognized as [one of the best towns in the U.S.](#) by the Guardian. As home to the nation's first public institution of higher learning and a lively and successful Tar Heel sports program, Chapel Hill is a picturesque community of 21 square miles filled with trees, historic and mid-century architecture, and a thriving downtown.

A small-town culture with metropolitan amenities, the Town is a recognized pioneer in education, research, and innovation – a place where ideas are born. Home to brilliant minds, award-winning restaurants, innovative businesses, outstanding public schools, museums, galleries, festivals and athletic events, and a vibrant music and performing arts scene, community members and visitors have an abundance of opportunities in this creative town. Historic homes and modern condos coexist beautifully here, all connected by open spaces and free public transportation.

Town community members, who are passionate about supporting the Tar Heels and showcasing their Carolina Blue, are equally passionate about sustainability and community character. Our community enjoys pedestrian-friendly neighborhoods, greenways and trails, and more than 700 acres of parks and open space. Lovely in springtime with woodland wildflowers, greenways and trails, dazzling gardens with azaleas blooming in multicolor, Chapel Hill clearly has a thing for nature. Its love affair with trees dates back to 1889, when cutting down a tree in town was punishable as a misdemeanor and carried a \$20 fine. Popularly referred to as "the southern part of heaven," the town is adopting an additional description that embraces its principles of sustainability – "A Town within a Park."

Located in the beautiful piedmont region of central North Carolina, Chapel Hill sits within a few hours of the coast and the beautiful Blue Ridge Mountains and is less than a 30-minute drive from Research Triangle Park and the RDU International Airport. Our major employers are the University of North Carolina at Chapel Hill, UNC Health Care, Chapel Hill/Carrboro City Schools and Blue Cross/Blue Shield of NC. These thriving institutions help account for a stable employment base that is consistently rated above state and national benchmarks. Our emerging entrepreneurial community is led by LaUNCH, an internationally recognized business accelerator program and collaborative venture of the Town, Orange County, and University.

We are home to a diverse, welcoming community in which 17% of our residents were born in countries outside the United States. Demographically, the racial composition of the town in the 2010 census was 73% white, 12% Asian, and 10% black. About 6.4% of the population was Hispanic or Latino of any race. Chapel Hill has a relatively young population with a median age of 25.7 years old. Chapel Hill is considered North Carolina's best-educated municipality, with 73% of adults possessing a bachelor's degree or higher.

About the Organization:

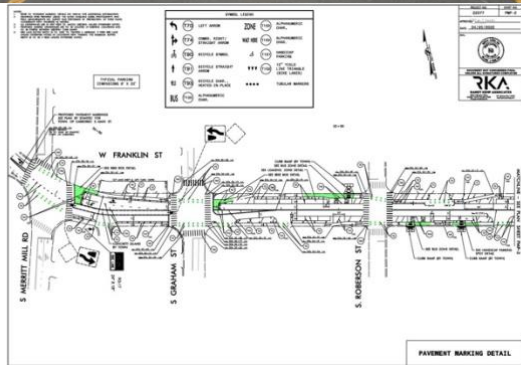
Operating under a Council-Manager form of government, the Town Manager reports to the Mayor and eight at-large Council members. The Town's values – RESPECT (Responsibility, Equity, Safety, Professionalism, Ethics, Communication, and Teamwork) serve as a compass in accomplishing their mission and objectives. Furthermore, our values are reflected in our behavior and daily decisions. As a result, residents have consistently rated Chapel Hill as "high-performing" in [biennial community surveys](#). Chapel Hill's [strategic focus](#) including Environmental Stewardship, Economic and Financial Stewardship, Affordable Housing, Connected Community, Vibrant and Inclusive Community, Safe Community, and Collaborative & Innovative Organization is guided by the community vision established in the [Chapel Hill 2020 Comprehensive Plan](#) and is incorporated into the organization's [departmental business plans](#). The Town has a [proposed \\$127.7 million budget](#) for FY 22 – 23. More information about the Town can be found [here](#).

About the Department and the Position:

With a budget of \$17.4 million and a team of 113 employees, the Public Works Department is responsible for Fleet Management, Facility Management, Engineering and Stormwater, Solid Waste Services, Streets and Construction, and Traffic Engineering.

Managing a team of 11 employees including 3 direct reports, the **Transportation Engineering Manager** will oversee the Town's Transportation Engineering Program within the Public Works Department. The **TEM** will manage the division's \$2 million budget and provide administration and technical engineering services oversight associated with multimodal construction and improvement projects ranging from \$50,000 to over \$1 million.





Additionally, the **TEM** is responsible for overseeing routine transportation program operations which includes operational oversight of the traffic signal system and Traffic Management Center, bicycle and pedestrian facilities, traffic signs and pavement markings, and roadway lighting in alignment with the *Town of Chapel Hill's Vision Zero Program*, a collaborative initiative to eliminate roadway fatalities and injuries of pedestrians and cyclists. The **TEM** will demonstrate impeccable communication and collaboration with key stakeholders such as NCDOT, the University of Chapel Hill, developers, utility companies and the overall community. Therefore, the ideal **TEM** is an excellent problem solver - someone who is flexible, proactive, and responsive with demonstrated interpersonal skills, financial stewardship, and project management skills.

Key Position Priorities:

- Strategically works with consultants and conducts multimodal transportation analysis and planning to improve the overall safety of the transportation systems while demonstrating a commitment to the Town's Vision Zero program and expanding infrastructure.
- Establish a safe and efficient traffic management system for the Town optimizing use of the Town's traffic model to ensure inclusivity of multimodal transportation users.
- Develop effective and systematic communication procedures with internal and external stakeholders so that project priorities, details, timelines, and status reports are routinely delivered and measured against goals.
- Oversees the computerized traffic signal system; signs and markings program; work zone traffic permits; street lighting; and provides transportation engineering technical guidance to ensure the work meets required standards.
- Conduct departmental and community wide education efforts to educate about multimodal transportation and opportunities specifically creating awareness for safety, and why roads and pathways are designed and built the way they are.

Qualifications:

A Bachelor's in Engineering degree-level of study or appropriate certification or an equivalent combination of education and experience that provides the required knowledge, skills, and abilities to perform the duties is required. A Bachelor's degree in Transportation or Traffic Engineering is preferred. A minimum of 5 years of progressive management experience in transportation/traffic engineering with 3 years at a supervisory or lead level is required. Professional Engineering License and experience in a college town of similar size preferred.

The Successful Candidate is:

- responsible for submitting the division's annual budget; monitoring and accounting controls; and processing and managing contracts;
- an experienced project manager who is meticulous and adept at designing programs and overseeing projects for all modes of transportation with efficient project management skills including engaging in RFPs and bids, and processing bids for contracts and projects;
- oversees daily operations; develops short- and long-term goals; and improves processes and develops programs and procedures;
- proactive in increasing and preserving collaboration and cohesiveness within and across departments including the Public Works Department, through external relationships with community members, NCDOT, local stakeholders/non-profits, contractors, developers, engineers, and business leaders to effectively meet the Town's goals and internal relationships within Town Departments;
- an effective listener who seeks input from relevant parties, realistically assesses plans and consistently communicates;
- a principled leader who values accountability while holding realistic and fair expectations of self and others;
- a trusted manager who can effectively lead, empower and unite staff around a collective vision – building team environments with high morale where every employee is valued;
- an excellent and effective communicator, including one on one, small groups and public speaking, who explains complex technical matters in an understandable way and confidently and persuasively engages community members and groups, staff, and Town leaders;
- experienced in utilizing Traffic signal system design software and traffic signal timing software and other traffic modeling and system design programs;
- knowledgeable of theory, principles, practices and techniques of Traffic Engineering, Transportation Planning, Multimodal Transportation, and Civil Engineering;
- knowledgeable of The Manual on Uniform Traffic Control Devices, AASHTO Policy on Geometric Design of Highways and Streets, and the Highway Capacity Manual;
- knowledgeable of applicable federal, state and local law, codes and regulations governing the administration of transportation engineering projects management; and;
- proficient in reviewing and understanding development plans and working effectively with relevant Departments, leaders, and stakeholders to ensure compliance during the transportation component of the development approval process.



Employee Offered Benefits

- Health Insurance
- Dental Insurance
- Retirement Health Savings Plan
- Paid Time Off (Vacation, Sick, Holidays, Funeral Leave, Parental Leave)
- Local Government Retirement System
- Supplemental Retirement Plans (5% contribution to NC 401K and Optional 457 Deferred Compensation Plan).
- Disability Insurance (Short Term, Long Term, Optional Voluntary Short Term)
- Life Insurance
- Employee Assistance Program
- Direct Deposit
- Credit Union
- Free Parking
- Annual longevity payment after year 5
- Tuition Assistance



Salary and Benefits:

The hiring range for the position is \$80,000 - \$110,000, depending on qualifications and experience. The job maximum for this position is currently \$126,884. The Town's excellent benefits package can be viewed [here](#).

To apply, please visit

<https://www.governmentjobs.com/careers/developmentalassociates> and click on the **Transportation Engineering Manager – Town of Chapel Hill, NC** title. To learn more about the selection process, visit <https://developmentalassociates.com/client-openings/>, select “Client Openings” and scroll down to “Important Information for Applicants.” All applications must be submitted online via the Developmental Associates application portal – NOT the Town Employment Application portal, nor any other external website; it is not sufficient to send only a resume. Resumes and cover letters as well as unofficial transcripts must be uploaded with the application. Applicants are encouraged to apply by June 21st, 2022. The position closes June 24th. Successful semi-finalists will be invited to participate in virtual interviews and skill evaluation on July 20th – 21st, 2022. Candidates are encouraged to reserve these dates for virtual meetings should they be invited to participate. All *inquiries* should be emailed to hiring@developmentalassociates.com. The Town of Chapel Hill is an Equal Opportunity Employer.



The recruitment and selection process is being managed by Developmental Associates, LLC.

