



Notice of Job Opportunity

Date Opened: October 12, 2021

Date Closed: UNTIL FILLED

Position: Mobility Manager

Agency: Planning & Development

Summary:

Licking County Planning & Development is a great team of people that have the privilege of guiding a fast-growing central Ohio community in various facets of development, infrastructure and quality-of-life. Our staff consists of multiple planning professionals that have the opportunity to impact our community through housing programs, transportation planning, land use & environmental controls and community planning. We achieve results through a variety of short-term projects and long-term planning efforts. We currently have a new position open and welcome your interest in joining our talented team.

The Mobility Manager is a specialized position with the Licking County Area Transportation Study (LCATS) and has a focus upon communication, collaboration and logistical efforts. As part of our team, the Mobility Manager will be responsible for the mobility management program, maximizing use of alternative modes of transportation to decrease isolation and improve quality of life for older adults, people with disabilities and people with low income. The Mobility Manager is also empowered to seek out additional trip service providers, initiate or assist in the development of new services that meet trip demand and coordinating partnerships for the services needed. All tasks and goals of the position are derived from the LCATS Long Range Transportation Plan and the Coordinated Plan.

Minimum Qualifications:

Bachelor's Degree from a four-year college or university in Communications, Social Services, Public Health, City/Regional Planning or related field; or equivalent combination of education and experience.

Additional Qualifications (Agency/Dept. Qualifications):

Valid Ohio Driver's License and ability to be covered under the county fleet vehicle liability insurance policy required. Must be able to work with people of differing ages, disabilities, education levels, and backgrounds. Must be able to work for extended periods on the phone and computer. Ability to work independently and in a team environment. The ideal candidate will possess the following: excellent written & verbal communication skills (reports, presentation, etc.); the ability to maintain complete, accurate and organized records and strong interpersonal skills with a respectful attitude for fostering relationships with service providers, local officials and customers. The ability to work with all socioeconomic backgrounds, including people with mental and physical disabilities and the ability to build group consensus are essential. Previous experience in the fields of public health, social service, public information or logistics is a plus.

Hours: Full-Time, 40 hours per week, 8:00 a.m. – 4:30 p.m.

Salary: \$16.50 - \$22.00 per hour (depending on qualifications)

Duties:

- Demonstrates regular and predictable attendance.
- Promotes and maintains positive and effective working relationships and promotes good public relationships as a representative of Licking County Government.
- Develops a coordination program, possibly including a county-level Transit Coordinated Plan, for human service transportation by collaborating with community organizations which provide service in Licking County and Millersport. Specifically, this position will lead a committee designed to coordinate all such organizations and agencies.
- Facilitates regional collaboration among public and private transportation providers including technology that increases capacity of the transportation system, mode eligibility, and trip arrangement. This includes the coordination with all surrounding area mobility managers.
- Assesses and reports gaps in multi-modal trip services as it relates to all people. Specifically, identifies barriers of mode use for older adults, people with disabilities, and people with low incomes.
- Ensures Licking County is represented in all regional planning initiatives involving coordination of public transportation.
- Develops and implements marketing strategies.
- Remains informed of current developments and procedures pertinent to duties; may be required to attend seminars/training.
- Implements involvement opportunities for human service agencies, municipalities, and the public.
- Identifies education, awareness, and outreach opportunities that will encourage the public, especially the target populations (i.e. elderly, disabled, impoverished), to feel comfortable and confident to use modes of transportation and service providers that are available to them.
- Provides mobility information to the public through outreach on websites, social media, and other external facing resources.
- Represents themselves, the department, and the county in a professional manner at all times, specifically as a representative of LCPC and LCATS in public meetings/settings.
- Maintains complete, accurate, and well-organized records at all times.
- Prepares quarterly reports of outcomes and performance measures according to ODOT & FTA standards.
- Participates in public and private meetings concerning planning, presents proposals to the community, and provides explanations of issues stemming from the Coordinated Plan.
- Advances the various tasks and goals identified within the adopted Licking County Coordinated Plan.
- Meets all job safety requirements and all applicable PRPP safety standards that pertain to the essential functions of the position and all agency safety procedures.

Application Procedures: Submit completed application, resume and cover letter to the Licking County Human Resources Department, 20 South Second Street, 3rd Floor, Newark, Ohio 43055. Applications can be obtained in person in the Human Resources Department between 8:00 a.m. and 4:30 p.m. daily or printed from the web site at www.lcounty.com.

Successful candidates will be subject to Licking County's pre-employment drug screen.

Licking County is an Equal Opportunity Employer.