



Title:	Vice President of Mobility
Department:	Mobility
Reports To:	President & CEO
FLSA Status:	Salaried / Exempt
Start Date:	Q1 2018

Position Summary

The Vice President of Mobility is responsible for leading and implementing the organization's urban planning and transportation initiatives that directly affect Downtown transportation and mobility. The position leads Envision Downtown, a partnership between the PDP and the Mayor's Office to develop a 21st Century vision for sustainable and efficient development, and the organization's Transportation Management Association (TMA). The VP of Mobility will be responsible for managing relationships with the City's Department of Mobility and Infrastructure, the Port Authority, PennDOT and a range of local and regional organizations that support and advocate for transportation initiatives.

The VP of Mobility will continue to build upon our successful efforts to advocate for new bike and pedestrian infrastructure while developing efforts to support a more efficient transportation network for all transportation modes. Through temporary projects, the PDP works with business and property owners to pilot enhancements throughout greater Downtown that ensure our city continues to innovate while improving pedestrian safety, removing barriers for persons with disabilities, investing in transit rider amenities, making it safer to bike and reducing traffic congestion. The position is responsible for leading the design, deployment, and evaluation of mobility infrastructure projects in partnership with the City of Pittsburgh, and conducting research on impact while advancing new initiatives. The Vice President of Mobility is a senior staff position and reports to the President & CEO of the PDP.

Essential Duties and Responsibilities:

- Lead advocacy efforts at the local, regional, state and national level to support transportation innovation in Downtown Pittsburgh
- Oversee and staff the Envision Downtown Advisory Committee which brings together a diverse group of business leaders to create and support an aggressive agenda to transform the mobility system in Downtown
- Identify ways in which the PDP can employ Transportation Demand Management techniques to reduce the reliance on single occupancy vehicle trips
- Engage the City's Department of Mobility and Infrastructure in developing projects that increase transportation options for Downtown employees, visitors and residents
- Initiate transportation projects that support the goals and objectives of the Transportation Management Association in coordination with the Southwestern Pennsylvania Commission and PennDOT
- Manage project development fundraising and project deployment including developing budgets, engaging and managing consultants, and problem solve as issues arise for a range of mobility projects
- Support and direct the development of work plans and time lines for each assigned project
- Identify funding partners for designated projects as needed
- Support project development and deployment of other initiative projects as required
- Coordinate deployment of innovative solutions to position Pittsburgh as a hub for "smart city" technology development

Building Organizational Capacity

- Assist with coordination of partnerships with public, private and non-profit sectors including local government officials, private contractors, and peer organizations
- Support fundraising, funder communication and grant applications
- Manage staff, fellows, interns and consultants as needed

Education, Skills & Personal Attributes

- Exceptionally high level of self-motivation with drive to take initiative
- Demonstrated experience with project management and delivery including writing scopes of services, managing budgets, managing schedules, and directing consultants/contractors
- Bachelor's degree required, Master's preferred in City Planning, Urban Design, Landscape Architecture, Public Administration, Architecture, Political Science, Civil Engineering, or a related field
- Versatility, flexibility and a willingness to work within constantly changing priorities in a dynamic workplace
- Familiarity with urban mobility systems, NACTO guidelines, and Complete Streets principals
- Excellent knowledge of Microsoft Office programs (Word, Excel, Outlook and PowerPoint)
- Basic working knowledge of ArcGIS preferred
- Effective communicator with clear verbal, written communication and presentation skills
- Possession of flexible skill set that can be applied to a wide variety of project types
- Highly organized with the ability to meet deadlines
- Ability to work under pressure and face the challenges of a high profile initiative with multiple priorities
- Proven ability to be a leader of a team, working collaboratively in support of the mission of the initiative
- Passion for Downtown Pittsburgh

General Requirements

- This position will need to complete assignments at the Pittsburgh Downtown Partnership's offices in Downtown Pittsburgh
- Local travel and evening hours may be required
- Must be able to lift 70lbs

COMPENSATION

\$85,000 - \$110,000 annually, commensurate with experience. Compensation includes health insurance, Flexible Spending Accounts, 401k, life insurance and short and long-term disability. Relocation package available.

About the Organization:

Downtown Pittsburgh is essential to the region—the metropolitan heartbeat where business, culture, and entertainment intersect. Formed by Downtown businesses, professionals, civic organizations, foundations, and residents, the PDP develops and implements innovative programs and initiatives to enhance the Downtown neighborhood. We also promote and market this great urban center to millions of people as the region's premier destination to do business, to call home, or to visit for the best in shopping, dining, and entertainment. The PDP also stands as staunch advocates for all those who make Downtown part of their lives—from businesses to workers to residents.

Inquiries

Please send resume, cover letter and salary requirements to resumes@downtownpittsburgh.com, subject titled: VP Mobility

The Pittsburgh Downtown Partnership is an Equal Opportunity Employer