



**Chelan-Douglas**  
TRANSPORTATION COUNCIL  
**CDTC**

**POSITION:** Open until filled with first review of applications beginning April 5, 2019

**STATUS:** Regular full-time, 40 hours per week, exempt FLSA status

**SALARY:** \$55,455 - \$64,691 annually, DOE, including full benefits



# Associate Transportation Planner

## Wenatchee, Washington

### About Us

The Chelan-Douglas Transportation Council is the metropolitan and regional transportation planning agency serving the Wenatchee-East Wenatchee metropolitan area and surrounding rural communities of Chelan County and Douglas County in central Washington State. CDTC brings together cities, counties, inland ports, transit operators and state agencies to apply creative problem-solving for a growing region with unique transportation challenges.

### The Position

CDTC is recruiting candidates at the Assistant or Associate Transportation Planner level to work alongside internal staff and external partners on the 2020 Regional Transportation Plan and to support subarea and corridor transportation studies. The individual in this position oversees the agency's data programs and GIS system, with responsibility for collecting, analyzing and summarizing technical and financial information with high-quality visualization materials in mapped and infographic format. CDTC is a small agency with a total of four full-time staff that work closely with member agency planning and public works staff, and consultants retained for special projects. CDTC staff each wear many hats and as a result they quickly gain diverse experience. In addition to the core responsibilities emphasized above, duties include the following of specific tasks:

- Collect, organize and analyze transportation, land use, demographic, financial and related planning data from a wide variety of sources;
- Perform research, writing and documentation on technical and policy aspects of the Regional Transportation Plan;
- Present information and research findings in visual formats including maps, charts and graphs;
- Assist with and/or lead periodic updates to the Regional Transportation Plan;
- Analyze and apply travel demand model forecast outputs through CDTC's transportation performance measures framework (candidates with interest and aptitude will have the opportunity to conduct travel demand modeling); and
- Respond to data inquiries from external partners and submit data reports to state agencies.

The Wenatchee Valley offers an exceptional quality of life in a small-metropolitan, mountain town setting with the cultural amenities of Seattle a scenic three-hour drive to the west. Located on the dry side of the Cascade Mountains alongside the Columbia River, the region enjoys a sunny four-season climate. Wenatchee is surrounded by orchards and wineries with close proximity to a wide variety of outstanding mountain, river, lake and nearby coastal recreational opportunities.

### The Candidate

CDTC is a small agency with four full-time staff members who work closely together, with member agency staff and outside consultants retained for special projects. Team members wear many hats and quickly gain diverse experience – enthusiasm, flexibility and adaptability are critical. Along with broad knowledge of multimodal transportation planning practices and contemporary urban planning concepts, the ideal candidate will demonstrate the following specific knowledge and abilities:

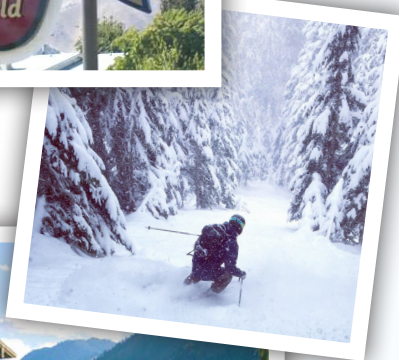
- Cultivate positive working relationships with coworkers and external partners and work as an effective member of multi-agency and multi-discipline project teams.
- Proficiency using ArcGIS, Microsoft Office Suite, Adobe Creative Cloud and other software to convey technical information in visual format to both technical and non-technical audiences;
- Apply mapping and cartographic techniques, including spatial analysis and geoprocessing using the ESRI ArcGIS suite;
- Apply design principles in the preparation of charts, tables, graphs and maps;
- Proficiency managing and manipulating databases;
- Communicate clearly and professionally in both oral and written format;
- Manage multiple and diverse responsibilities, apply self-directed and independent problem-solving, and be willing to seek support from coworkers and superiors when needed; and
- Cultivate positive working relationships with coworkers and external partners and work as an effective member of multi-agency and multi-discipline project teams.



*The Wenatchee Valley*



*Downtown Wenatchee*



*Leavenworth*

## The Candidate *(Continued)*

- Aptitude for independent problem solving, with a willingness to seek support from coworkers and superiors when needed;
- Demonstrated experience researching and synthesizing Census data.

The ideal candidate will demonstrate enthusiasm, a team-oriented work ethic and a desire to work in a small metropolitan region with urban and rural transportation planning challenges.

## Experience & Education

The ideal candidate will possess a masters degree from an accredited urban planning graduate program with an emphasis on transportation. Other education credentials and training will be considered if accompanied by demonstration of the required knowledge and skills through prior work experience.

## Compensation

Salary will depend on experience and qualifications, with initial placement anticipated at the associate-level planner. The current salary range for Associate Planner is \$55,455 - \$64,691. Salary advancement and promotions are based on merit. CDTC offers an excellent benefits package including:

- 12 paid holidays plus 26 days of personal leave per year
- Enrollment in the Washington State retirement program as well as participation in Social Security
- Comprehensive medical insurance with employee cost-share between 0-25% depending on plan selected.
- Employer-paid professional accreditations, association membership and conferences.

## To Apply

Candidates must submit a cover letter, resume, completed CDTC application form and a portfolio with examples of self-authored maps, graphics, written memoranda and reports that demonstrate the required skills and abilities.

For application materials please visit [www.chelan-douglas.org](http://www.chelan-douglas.org) or email: [chad@chelan-douglas.org](mailto:chad@chelan-douglas.org). Position is open until filled.



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