



## MPO Coordinator (Planner III) Position

To apply go to: <http://www.cityofhinesville.org/413/Employment>

**OPENING DATE:** 09/6/19

**CLOSING DATE:** Open until filled

### **POSITION INFORMATION:**

Liberty Consolidated Planning Commission, a joint planning agency serving Liberty County and its seven municipal governments, is looking for a Planner III. The MPO Coordinator (Planner III) is responsible for coordinating a broad range of activities and operations related to Metropolitan Planning Organization (MPO) initiatives. Responsibilities may include assigning tasks to staff and monitoring efforts; implementing goals, policies and procedures; assisting with preparing and monitoring a budget; coordinating grant compliance; and preparing related operational reports. Receives general guidance from the Executive Director.

Liberty Consolidated Planning Commission is located in Hinesville, Georgia, 40 miles southwest of Savannah. Hinesville and Liberty County are home to Fort Stewart Army Installation, home of the 23,000-soldier Third Infantry Division. Liberty County borders the Atlantic Ocean, with more than 20 miles of shoreline and almost 40,000 acres of saltwater marsh.

### **JOB SUMMARY:**

Develops, organizes, and promotes all programs and operational activities for MPO operations. Coordinates the activities of MPO advisory committees, contractors, organizations, and funding agencies; prepares program issues, concepts, and recommendations. Serves as a liaison between the municipalities of Allenhurst, Flemington, Gum Branch, Hinesville, Midway, Riceboro, Walthourville, Liberty and Long Counties, and outside agencies including the Georgia Department of Transportation (GDOT), Federal Highway Administration (FHWA), and Federal Transit Administration (FTA). Conducts a variety of organizational and operational studies and investigations; monitors emerging transportation planning issues and grant requirements.

### **MINIMUM QUALIFICATIONS**

Bachelor's degree in Urban Planning or closely related field; supplemented by six (6) years of experience in planning, federal/state grant administration, traffic management and/or municipal transit planning; or any equivalent combination of education, training, and experience which provides the requisite knowledge, skills, and abilities for this job. Must possess and maintain a valid Georgia driver's license. A Master's Degree in Urban Planning or closely related field and/or American Institute of Certified Planners (AICP) certification is encouraged.

### **SALARY:**

The hiring salary range for this position is \$49,905-\$65,480 per year DOQ.

***An Equal Opportunity Employer, Drug Free Workplace and Excellent Benefits Available***