



Job title: **Planner, Major Studies**  
Job ID: 20240395  
Location: Greater Vancouver  
Full/Part Time: Full-Time  
Regular/Temporary: Regular

## **Marketing Statement**

A career at TransLink and our family of companies means working with people with a wide range of skills and perspectives, all teaming up towards a common goal: preserving and enhancing the region's world-envied quality of life. Together, we connect the region and enhance its livability by providing a sustainable transit and transportation network, embraced by our communities and people.

At TransLink we are dedicated to building a workforce that reflects the diversity of the communities in which we live. We're committed to fostering an inclusive, equitable and accessible workplace, recognizing the unique value and skills every individual brings.

Looking for a great place to work where your contributions are valued and you can make a difference in a vibrant city? At TransLink, one of BC's Top Employers, you'll help make Metro Vancouver a better place to live, built on transportation excellence. Put your future in motion!

## **Responsibilities**

### **PRIMARY PURPOSE**

In pursuit of making the region a better place to live for everyone, built on transportation excellence, this role provides transportation planning expertise, leadership and project management to programs/projects of low to moderate impact, risk and complexity as well as contributes to projects of higher impact, risk and complexity.

### **KEY ACCOUNTABILITIES**

To advance Enterprise and regional goals, provides transportation planning expertise, leadership and project management input to support the development of transportation planning policies, plans and strategies, ensuring compliance with Enterprise standards, policies and procedures, and legislative requirements for work of low to moderate impact, risk and complexity.

In support of evidence-based decision-making, researches and analyzes transportation data, trends and issues and develops methods, techniques, and models to ensure successful delivery



and execution of work that is of low impact, risk and complexity and participates in work that is of moderate to higher impact, risk and complexity.

Contributes as a member of a program/project team to manage projects of low to moderate impact, risk and complexity in designing and developing project scope, schedules, and work plans, defining and prioritizing deliverables, preparing and monitoring project budgets, ensuring compliance with department standards, policies and procedures, and alignment to program, Enterprise and regional goals, identifying and recommending action on planning and project risks and opportunities based on analysis of transport data, trends, and issues. Solves lower risk issues and alerts senior staff to critical issues and risks.

Seeks to understand the lived experience and transportation needs of people and businesses in Metro Vancouver especially of disadvantaged and marginalized groups. Identifies opportunities to integrate this understanding in plans/projects.

Collaborates and provides technical expertise and advice to leaders and professionals across the organization with a view to optimizing planning services and project outcomes.

Develops technical reports and presentation materials to support discussions with Executives, elected and appointed officials, including the Board and Mayors' Council.

Nurtures collaborative relationships with internal colleagues and external stakeholders including advisory committees, staff at other government and public agencies, and other organizations and interest groups in order to understand needs, maintain open communication, provide technical support and advice, and proactively resolve issues of low to moderate impact, risk and complexity.

In support of advancing Enterprise and regional goals in open, inclusive and collaborative ways and engagement with external audiences, collaborates with internal stakeholders to scope and facilitate public, stakeholder, and partner consultation processes; collects, analyzes and reports out on consultation feedback from elected officials, policy makers, partners, stakeholders, and public to help identify issues and opportunities.

Oversees the work of contractors and consultants; provides work direction and monitors contract compliance.



Provides coaching, mentorship, technical guidance, and input on development and performance management to junior planning staff where applicable.

## **Qualifications**

### **EDUCATION AND EXPERIENCE**

Typically requires a university degree (in Planning, Engineering, Public Policy or a related discipline), plus four (4) years of related experience.

### **OTHER REQUIREMENTS**

Advanced knowledge of the principles, theories, concepts and practices of transportation planning.

Knowledge of plans, products, roles and responsibilities of government agencies, NGOs and associations.

Solid knowledge of TransLink's decision-making context including its strategic context and organizational and governance structure.

Solid leadership skills with the ability to communicate and provide technical guidance and expertise to other transportation planning professionals and to lead projects.

Strong oral and written communication skills including the ability to write and deliver well-prepared reports and presentations.



Solid analytical skills including the ability to identify and communicate transportation planning and project-related risks and opportunities in an integrated, multi-disciplinary environment; also includes skills to analyze transport data, trends and issues

Strong interpersonal skills including the ability to build trust by consulting with internal and external contacts and applying a team approach as needed to achieve solutions. Also includes negotiation skills to make refinements to contracts and to conflict resolution at a basic level of risk and complexity.

Solid decision-making skills including the ability to resolve transportation planning and project-related issues within defined limits or outside of the policies, and to identify and know when to refer issues to others.

### **Other Information**

The objective of this planner position is to lead engagements with participating First Nations on projects that are in the business case phase. The planner will coordinate the scheduling and contribute to the day to day management of the Indigenous expert consultant support (should any be present). This planner will have previous experience engaging with First Nations to understand interests related to Rights and Title. The planner will be active in collecting and understanding opportunities to incorporate First Nations considerations, interests, and priorities into business cases in a mutually beneficial manner (in collaboration with the Lead Planner). They will be responsible for building and continuing successful relationships and relationship development.

The planner will also ensure regular liaising with TransLink Enterprise Indigenous Relations to ensure alignment. The planner may also collaborate outside of Major Studies to coordinate joint engagements with First Nations on as needed basis.

The planner is expected to support initiatives related to advancing Equity, Diversity, and Inclusion in Major Studies projects, as needed. The planner is expected to participate in the Equity Working Group, undertake initiatives to support the Transportation Policy & Planning division advance equitable outcomes, and apply a Gender Based Analysis Plus (GBA+) framework to major projects.



The planner is also expected to support the development of Supportive Policies Agreements.

Recruitment Process: An applicant will be required to demonstrate their suitability for this position by meeting the minimum level of qualifications and experience in order to be invited into the selection process. A standard interview format will be used including general, scenario and behavioural descriptive interview questions.

### **Work Schedule**

37.5 hours per week.

### **Work Designation**

Hybrid

This position offers the flexibility of working both on-site and remotely within B.C.

### **Rate of Pay**

Salary \$86,887 - \$108,608 per annum (Actual salary offered will be commensurate with education, experience and internal parity).

The Total Compensation Package includes Extended Health, Dental, Transit Pass and enrollment in the Public Service Pension Plan. Focus on your development through tuition reimbursement, training, and mentorship programs. Enjoy a variety of health and wellness programs, including access to gym facilities. Speak to us to know more about what we offer.

### **How to Apply**

Please visit our [Career Page](#) to apply for this position.

INSTRUCTIONS: Please save your (1) cover letter, and your (2) resume as one PDF document prior to uploading your application on-line.



Closing Date: **Open until filled**

Please note that only those short listed will be contacted.

Having trouble applying? Please view the [System Requirements & FAQ's page](#).

If you have questions, please connect with us at [jobs@translink.ca](mailto:jobs@translink.ca).

### **Equal Employment Opportunity**

TransLink is committed to employment equity and building a diverse workforce, representative of the customers we serve and the many communities in the Metro Vancouver region. We welcome and encourage Indigenous applicants, people of colour, all genders, 2SLGBTQ+ and persons with disabilities to apply. Learn more about TransLink's commitment to equity, diversity and inclusion.

Accommodations are available on request for candidates taking part in all aspects of the selection process. For a confidential inquiry, simply email us at [jobs@translink.ca](mailto:jobs@translink.ca).