

**Hillsborough TPO Executive Director**  
**Hiring Salary between \$135,000-165,000/DOQ**

**About the Hillsborough Transportation Planning Organization (TPO)**

The Hillsborough County Metropolitan Planning Organization (MPO), doing business as the Hillsborough TPO, is a transportation policy-making board mandated by federal and state law. The Hillsborough TPO is directly responsible for making sure federal and state dollars spent on existing and future transportation projects and programs are based on a continuing, cooperative and comprehensive transportation planning process. The Hillsborough TPO is hosted by the Hillsborough County City-County Planning Commission, who provides staff service to the TPO through interlocal agreement.

Committed to meaningful public engagement throughout this process, the TPO is responsible for establishing priorities to meet short-term (next 5 years) and long-term (20+ years) multi-modal transportation needs for Tampa, Temple Terrace, Plant City and unincorporated Hillsborough County.

**About the Position**

The role of the Executive Director of the Hillsborough TPO is to be the primary contact with the TPO Board members, the Executive Director of the Planning Commission, constituent jurisdictions and transportation agencies, and peer MPOs in the region and state. This position is responsible for cultivating consensus around long-range strategic priorities for multimodal transportation, and for annually shaping the TPO's work program and budget to include data analysis, community engagement, and planning tasks that support the long-range priorities. This position may work a hybrid schedule of days in the office and days remotely within a given week.

**Minimum Qualifications**

- Bachelor's degree in urban and Regional Planning, Transportation Planning, Traffic Engineering, Geography, Public Administration, or related fields.
- Ten years of progressively responsible supervisory experience in private or public sector urban planning

**Preferred Qualifications**

- Master's degree Urban and Regional Planning, Transportation Planning, Traffic Engineering, Geography, Public Administration, or related fields
- Membership in American Institute of Certified Planners (AICP), Professional Engineer (PE) licensure, and/or certification as a Professional Transportation Planner (PTP).
- Five years of experience at an MPO or FDOT Planning function or equivalent experience.

A combination of education, training and experience may be substituted at the TPO Board's discretion.

### **Typical Job Duties**

- Carries out the mandates as described in federal and state laws governing the management and administration of the TPO and ensures compliance with all applicable regulations.
- Communicates timely and effectively with the TPO Board and the public regarding the TPO's priority investment programs for multimodal transportation:
  - Good Repair & Resilience
  - Vision Zero
  - Smart Cities
  - Real Choices When Not Driving
  - Major Projects for Economic Growth
- Works with the local governments and transportation agencies to bring forward projects that align with the TPO's strategic priorities and are ready to proceed into engineering or construction, if grant funding is available.
- Oversees the design of planning processes to address the needs of current and future growth; annually updates the TPO's annual work program and budgets for approval by the TPO Board; cultivates staff capacity and provides direction and guidance to staff and consultants to accomplish planning tasks in an efficient and customer-responsive manner.
- Carries out an effective TPO public involvement process through wide, proactive distribution of information to the public and providing opportunities for public feedback that meaningfully shapes transportation plans and priorities.
- Builds positive relationships within the community and the region by establishing and maintaining partnerships with public, not-for-profit, and other organizations.
- Manages staff to develop the Transportation Elements and conducts reviewing functions for all the local jurisdictions in the local comprehensive planning process.

### **Position Competencies**

- Extremely conversant in both Land Use and Transportation Planning.
- Full understanding of the relationship among federal, state and local transportation planning processes.
- Skills in fiscal and grant management and alignment of agency resources.
- Advanced knowledge of funding categories in transportation.
- Passionate for creating a better future of the community.
- Ability to give effective presentations to small groups as well as large audiences.
- Ability to work with peers and political leaders in the field of transportation.

### **How to apply:**

Apply via email to [BetourneyM@plancom.org](mailto:BetourneyM@plancom.org). You must include the following documents:

- Resume
- Cover Letter

- Three references

If you have any questions, you may contact Human Resources Manager Meghan D. Betourney at [BetourneyM@plancom.org](mailto:BetourneyM@plancom.org).