

# SOUTHEASTERN CONNECTICUT COUNCIL OF GOVERNMENTS

5 Connecticut Avenue, Norwich, Connecticut 06360

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[www.seccog.org](http://www.seccog.org)

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## Transportation Planner

The Southeastern Connecticut Council of Governments (SCCOG) seeks a highly motivated and creative individual to join its team of planning professionals. The candidate who fills this position will work in multiple facets of transportation planning at both the local and regional level.

This is a full-time, 35 hour per week position. SCCOG offers a competitive benefits package including flexibility in work scheduling, health insurance, a pension plan and optional 457(b) retirement plan, life insurance, long-term disability insurance, sick/vacation leave accrual, reimbursement of APA/AICP dues, and compensatory time for attendance at night meetings.

### About the Southeastern Connecticut Council of Governments

SCCOG's Board of Directors includes mayors, first selectman, and town/city managers from its 22 member municipalities. SCCOG also counts as affiliate members Connecticut's two federally recognized Native American Tribes and works closely with the region's two military installations, the United States Naval Submarine Base and the United States Coast Guard Academy. SCCOG is designated as a Metropolitan Planning Organization and a Transportation Management Area for transportation planning purposes.

Primary focus areas of SCCOG are regional planning, which includes producing studies and plans that affect the responsible development of the region; transportation planning and prioritization of State and Federal transportation funding; and municipal services, which include staffing assistance to local land use commissions and coordinating inter-municipal cooperation. SCCOG staff have the opportunity to engage in multiple subject areas including land use regulation, economic development, natural resource conservation, transportation, housing, human services, sustainability and resilience, renewable energy, and emergency management.

### About Southeastern Connecticut

SCCOG's offices are located in Norwich, CT, at the center of a dynamic region of 280,000 residents known for its diverse assets including Mystic and the southeastern Connecticut shoreline, entertainment/casino destinations, and opportunities for urban, suburban, and rural living. The region is critically important to Connecticut's economy for its tourism, defense, and defense manufacturing, and is New England's hub for the growing offshore wind industry. The region is conveniently located within fifty miles of Hartford, New Haven, and Providence and enjoys highway and rail connections to nearby Boston and New York City.

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#### Member Municipalities:

Bozrah \* Colchester \* East Lyme \* Franklin \* Griswold \* Borough of Jewett City \* City of Groton \* Town of Groton \* Lebanon \* Ledyard \* Lisbon \* Montville \* New London \* North Stonington \* Norwich \* Preston \* Salem \* Sprague \* Stonington \* Stonington Borough \* Waterford \* Windham

## **About the Position**

The SCCOG Transportation Planner will participate in activities carried out by SCCOG as the Metropolitan Planning Organization for southeastern Connecticut, which includes:

- Developing regional plans, including Active Transportation and Safety Plans
- Working with federal, state, transit districts and local partners to develop and advance transportation projects and programs
- Assisting municipalities and partner organizations in planning and implementing transportation projects and programs
- Engaging with stakeholder organizations and the public
- Preparing grant applications and administering grant-funded programs.

SCCOG planners participate in comprehensive regional planning activities and the administration and planning of regional and local transportation projects, provide services and technical assistance to municipalities, and conduct special projects as needed, which may include project development and applying for and managing grants. SCCOG staff have the opportunity to engage in multiple subject areas including land use regulation, economic development, natural resource conservation, transportation, housing, human services, sustainability and resilience, renewable energy, and emergency management.

## **Responsibilities May Include:**

- Coordinating or contributing to transportation-related documents including the Transportation Improvement Program, Metropolitan Transportation Plan, and Urban Planning Work Program
- Coordinating or participating in project solicitation processes through which SCCOG advertises the availability of funding to eligible recipients and selects projects for advancement
- Coordinating or participating in the procurement of consultant services
- Engaging with municipal staff and members of the public as representative of SCCOG
- Coordinating or participating in the preparation of grant applications
- Reviewing projects and studies to ensure compliance with requirements to consider environmental justice in all programs and ensure access to participation by Limited-English speaking individuals
- Conducting research and collecting data
- Providing support to other SCCOG programs, including municipal services, regional planning, and emergency management.

## **Qualifications**

The successful candidate will have demonstrated experience in urban planning, transportation planning, and/or transportation engineering and a Bachelor's degree or higher in a related field. The position may be filled as a Planner I, II, or III depending on the experience of the selected candidate.

## Desired Skills

- Excellent communication skills including the ability to prepare technical written reports and tailor deliverables for the intended audience
- Experience with project management
- Ability to analyze and summarize data and accurately complete detailed work
- Willingness and ability to learn how to use data and planning tools such as crash data and transit service analysis tools
- Ability to work well within a range of team and leadership frameworks
- Proficiency in Microsoft Office environment, including Excel
- Familiarity with ArcGIS and online mapping tools.

Candidates should have demonstrated experience with local, state, and/or federal transportation programs. Applicants must have and maintain a valid Driver's License. AICP certification is desirable.

All SCCOG employees are expected to work effectively with people from diverse backgrounds in support of an inclusive and respectful environment.

## Salary Range

Planner I: \$49,000-\$69,000 (Bachelor's Degree)

Planner II: \$62,000-\$87,000 (+3 years experience or Master's + 1)

Planner III: \$77,000-\$108,000 (+6 years experience or Master's +4)

## Application Process

Email or mail cover letter and resumé to:

Amanda E. Kennedy, AICP, Executive Director  
Southeastern Connecticut Council of Governments  
5 Connecticut Avenue, Norwich, CT 06360  
office@seccog.org

Closing date: April 15, 2024 or until filled.

\*An Affirmative Action/Equal Opportunity Employer\*