EMPLOYMENT OPPORTUNITY

TITLE: Director of Planning and Integration (Exempt Position)

FINAL FILING DATE: Until Filled

JOB DESCRIPTION: Under the general direction of the Chief Program Manager, the Director of Planning and Integration serves as a senior member of the Executive Management Team of the California High-Speed Rail Authority (Authority) and is responsible for advancing the Authority's implementation for the high-speed rail program. The Director of Planning and Integration will work closely and collaboratively with the engineering, operations, and Regional Directors to assist in the implementation of those functions.

The Director of Planning and Integration provides a broad range of management and support. Some functions include, but are not limited to, the following: Integrate the Authority's initial capital program with an initial operating service between the Central Valley and Southern California. Develop strategies for sustainable funding to implement Proposition 1A fully and to expand the service in California. Coordinate area station development with cities and counties along the route. Develop implementation strategies for the future build out of the service to the Bay Area, as well as to Sacramento and to San Diego. Coordinate Federal Railroad Administration involvement on strategic planning, funding, programming, and procurement issues. Assist the Authority's Chief Executive Officer and the Chief Program Manager on developing appropriate policies, strategies and information for Authority Board consideration.

KNOWLEDGE, ABILITIES, AND ANALYTICAL REQUIREMENTS: The incumbent should have:

<u>Experience with:</u>
High-speed rail planning and operation in California and North America; major regional and federal transportation agencies on strategic planning, program and project development, environmental planning, operations and maintenance planning, and funding.

<u>Knowledge of:</u>
The Authority's program, business plan and implementation powers; alternative delivery and funding means and methods; organization and functions of California State government including the organization and practices of the Legislature and the Executive Branch; principles, practices and trends of public administration, organization and management;

techniques of organizing and motivating groups; program development and evaluation; methods of administrative problem solving; principles and practices of policy formulation and development; personnel management; the manager's role in labor relations; the manager's responsibility for promoting equal opportunity in hiring and employee development and promotion and for maintaining a work environment which is free of discrimination and harassment.

Ability to:
Plan, organize and direct the work of multi-disciplinary professional and administrative staff; analyze administrative policies, organization, procedures and practices; integrate the activities of a diverse program to attain common goals; gain the confidence and support of top-level administrators and advise them on a wide range of administrative matters; develop cooperative working relationships with representatives of all levels of government, the public and the Legislative and Executive branches; analyze complex problems and recommend an effective course of action; prepare and review reports; effectively promote equal opportunity in employment and maintain a work environment that is free of discrimination and harassment.

DESIREABLE QUALIFICATIONS:

Experience at the managerial level with extensive knowledge of principles, practices and trends of transportation planning, high-speed rail planning and design, and intercity transportation. Experience at the managerial level with extensive knowledge of principles, practices and trends of state and federal environmental review processes, public administration, organization and management. Experience at the managerial level with demonstrated strong management, analytical and decision making skills and ability to work and communicate with diverse and multi-disciplinary staff, federal, state and local officials and stakeholders about Authority issues regarding planning major transportation projects. Experience at the managerial level with the ability to develop and maintain a network of contacts with federal, state and local officials and the public to ensure an open exchange of information regarding the project and ability to coordinate planning, and environmental strategies and goals with local, regional and federal officials. Experience at the managerial level with extensive knowledge of Authority organization, operations and relevant policy issues. Experience at the managerial level with demonstrated exceptional written and oral communications skills.

PUBLIC & INTERNAL CONTACTS:

The Director of Planning and Integration maintains contact with all levels of staff associated with the high-speed rail project including consultants, other state staff, federal government, local and regional governments, planning and environmental organizations, and foreign officials.

SEND APPLICATIONS TO:

California High Speed Rail Authority
Attention: Robin Dozier
770 L Street, Suite 800
Sacramento, CA 95814

For a copy of the complete duty statement contact: rdozier@hsr.ca.gov.

The California High Speed Rail Authority employees are impacted by the 2012 Personal Leave Program (PLP 2012) which provides for one day a month of leave through June 2013. The salary reduction from the base salary rates above is 4.62%