



Ventura County Transportation Commission



Now accepting applications for:

Public Transit Director





THE POSITION

Are you a senior professional in the field of transportation looking for a new leadership role? Are you a self-starter who excels at working with others to provide excellent and strategic transportation services? Do you value working in an organization that is not afraid to challenge the status quo? Are you looking for a collaborative leadership environment that supports your goals and growth? If so, the Ventura County Transportation Commission would welcome your application to be their next Public Transit Director!

This single-position classification is at the department head level reporting to the Executive Director. This position has primary responsibility for direction of public transit operations, including the development and update of VCTC Intercity transit schedules, services, fares, and involvement with passenger rail operations program.

THE IDEAL CANDIDATE

EXTENSIVE KNOWLEDGE OF AND EXPERTISE RELATED TO:

- Local, regional, federal, and state transit laws, regulations, and operations as they relate to transportation
- Commuter, intercity, and freight rail operations
- Applicable local, state, and federal laws and regulations, including public contract code and application of California Public Utilities Commission Regulations
- Modern administrative and management principles, procedures, and techniques including the principles and practices of supervision, training, and employee development
- Principles and practices of public administration and human resources as applied to the expectations of the position, including basic employee-relations concepts
- Ability to communicate effectively in writing, orally, and with others to assimilate, understand, and convey information, in a manner consistent with job functions
- Ability to prepare detailed reports, plans, and specifications, policies, procedures, correspondence, and complete reliable studies and research as needed
- Organization and function of local, state, and federal public agencies as they relate to transportation issues
- Accounting principles and practices including budget preparation and management
- Modern transit systems, applicable software and office methods, procedures, and equipment including Microsoft Office programs (Excel, Word, and Outlook)

COMPETENCIES

Accountability – The willingness to accept responsibility for themselves and their team.

Adaptability/Flexibility – Responds effectively to multiple demands, ambiguity, shifting priorities, emerging situations, and rapid changes.

Collaboration – Fosters team communication and dialogue, identifies opportunities to build consensus for team options, decisions, and outcomes.

Creativity/Innovation – Applies original thinking in approach to job responsibilities and improving processes, methods, systems, or services.

Influence – Exerts a positive effect on other's views, attitudes, decisions, perceptions, and/or beliefs.

Initiative – Identifies and takes action to address problems and opportunities.

Judgment – Makes decisions that are based on careful thought and input from others.

Leadership – Inspires others toward a common vision and fosters trust and ethics.

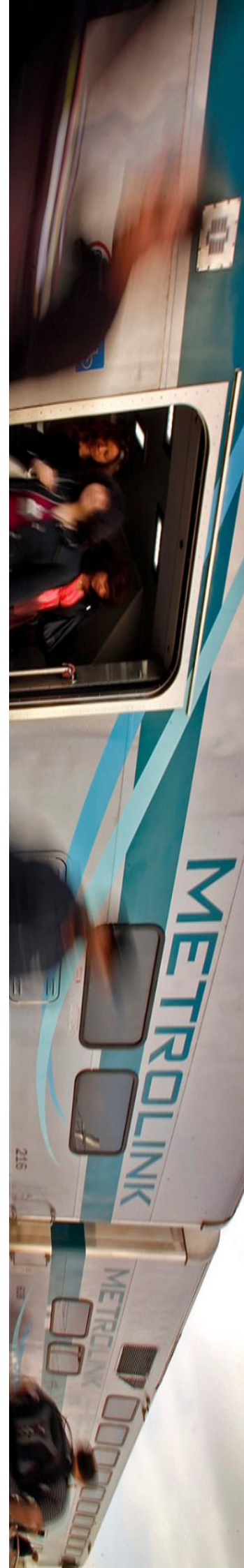
Management and Supervision – Aligns the organizational objectives with the employee's skills, competency requirements, development plans, and the delivery of results

Results Orientation/Execution – Translates objectives into actions plans, including identifying tasks interdependencies.

ABOUT THE COMMISSION

The Ventura County Transportation Commission (VCTC) is a regional transportation planning agency committed to keeping Ventura County moving! VCTC's mission is to improve mobility within the County and increase funding to meet transportation needs.

VCTC is currently engaging in the Ventura County Comprehensive Transportation Plan, which is a long-range planning document that plans for the future of transportation in the county over the next 30 years. Originally adopted in 2013, this effort will incorporate data, community priorities, and local transportation solutions while also placing a special emphasis on inclusion of disadvantaged and underserved communities to create a more equitable transportation future for all. VCTC is also engaged in a Transit Integration and Efficiency (TIES) study to identify opportunities for transit improvements and potential efficiencies.



QUALIFICATIONS

Any combination equivalent and training that would provide the required knowledge, skills, and abilities would be qualifying. A typical way to obtain the knowledge, skills, and abilities would be:

Experience:

Ten (10) years of progressively more responsible professional-level public transportation-related experience, including at least five (5) years in a supervisory capacity.

Training:

A bachelor's degree from an accredited college or university with major coursework in business administration, public administration, transportation planning, environmental studies, political science, public policy, or a related field. A master's degree in one of those fields is highly desirable.

BENEFITS

The Ventura County Transportation Commission offers a comprehensive benefits package, with key provisions as follows:

Employer provided:

- Vacation: accrued per pay period, at 80 hours a year, increasing with VCTC years of service
- Holidays: 9 holidays (72 hours) & 3 floating holidays (24 hours) per year
- Health insurances including medical, dental and vision benefits are available under group plans. VCTC pays the premiums for eligible family members.
- Employee Assistance Program
- Educational Reimbursement Program
- Long term Disability, Life, AD&D Insurances
- State Disability Insurance (SDI)
- PERS Miscellaneous formulas are Classic members: 2% @ 60, "New" members: 2% @ 62, VCTC does not participate in Social Security, but does contribute to Medicare

Optional benefits:

- Deferred Compensation Savings Plan (457), Flexible Spending Account



SELECTION PROCESS

DEADLINE TO APPLY: Friday, April 15, 2022, at 11:59 PM PST.



<https://www.governmentjobs.com/careers/rgs/>

Applications must be submitted on-line through this applicant tracking system. All materials must be complete and clearly indicate the candidate meets the minimum qualifications. All statements made on the application, resume, and supplemental materials are subject to verification. False statements may be cause for immediate disqualification, removal from eligibility list or discharge from employment.

Application - (Pass/Fail) Applications are screened based on the criteria indicated in this announcement. Incomplete, late, emailed, and faxed applications will not be accepted. Resumes are not considered in lieu of the required employment application. Certificates, resumes, and/or cover letters must be uploaded with your application through this applicant tracking system. All completed applications and supplemental questionnaires will be reviewed, for each applicant's ability to meet the minimum work experience, training and education qualifications.

Minimum Qualifications (MQ) Appraisal – (Pass/Fail) All completed applications and supplemental questionnaires will be reviewed, for each applicant's ability to meet the minimum work experience, training, and education qualifications.

Remote Screening – (Pass/Fail) A remote screening process (tentatively scheduled for mid-April) may be used to verify minimum qualifications and evaluate candidate's knowledge and skills for the position.

Oral Interview Exam – (Pass/Fail) Candidates who pass the Remote Screening may be invited to an Oral Interview Examination. Applicants may be selected for consideration to participate in an oral appraisal interview tentatively scheduled for early-May to evaluate training, experience, and other job-related qualifications for the position. Successful candidates will be placed on an eligible list.

The Commission will tentatively hold hiring interviews the week of May 9, 2022.

Neither Regional Government Services nor the Ventura County Transportation Commission are responsible for failure of internet forms or email in submitting your application. Please do not contact VCTC directly. Candidates who may require special assistance in any phase of the application or selection process should advise Human Resources by emailing dprieto@rgs.ca.gov.

Should you have any questions related to the recruitment process for this position, please contact David Prieto at dprieto@rgs.ca.gov. Inquires sent to VCTC will be forward to David Prieto for review.



Recruitment services provided by
Regional Government Services

Contact: David Prieto
dprieto@rgs.ca.gov (650) 587-7300 Ex: 85