

DIRECTOR OF PLANNING, PROGRAMMING, AND TRANSPORTATION SERVICES

Santa Cruz County Regional Transportation Commission



ABOUT THE POSITION

Join our leadership team as the RTC's Director of Planning, Programming, and Transportation Services!

Are you a seasoned professional with expertise in transportation planning? Do you thrive in a dynamic environment where collaboration, innovation, and communication are at the forefront? If so, the Santa Cruz County Regional Transportation Commission invites you to take the next step in your career as our Director of Planning, Programming, and Transportation Services.

We're seeking an exceptional leader with a solid track record of success in leadership, programming, funding, grants, and transportation services to oversee RTC's long-range planning, programming, and transportation demand management functions. The ideal candidate is a strategic thinker and skilled problem-solver who develops, inspires, and empowers teams. With strong communication skills, emotional intelligence, and a positive attitude, you will oversee essential internal functions and foster a culture of excellence, creativity, and teamwork.

Santa Cruz County Regional Transportation Commission is a forward-looking organization delivering meaningful projects in a collaborative team environment, with a focus on teamwork and a positive workplace culture. This role is your opportunity to drive impactful initiatives while growing professionally in a dynamic, supportive, and innovative setting.

Ready to bring your expertise and enthusiasm to a community dedicated to progress and innovation? Apply today and lead with vision and purpose. Your leadership will shape the future of the region's transportation!

FILING DEADLINE

Submit your application before **Friday, September 18, 2026** to be considered for priority screening.

This position is open until filled.

CONTACT US

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[scrtc.org](https://www.scrtc.org)



DISTINGUISHING CHARACTERISTICS

This is a single position, executive management level classification with full responsibility for managing all functions of the Planning, Programming and Transportation Services Department. In addition to providing designated staff and policy assistance to the Executive Director in assigned areas, this position has responsibility for policy development and program planning and implementation with agency-wide implications. The incumbent is accountable, through subordinate staff, for accomplishing all department goals and furthering goals and objectives within general policy guidelines.

PLANNING WITH PURPOSE

Big things are happening at the RTC! We're leading the way with innovative planning and programs that will shape the future of transportation in our community. The RTC is known for being a statewide leader in planning for active transportation, innovative transit solutions, and climate resiliency. Our achievements reflect our commitment to innovation, sustainability, and improving the quality of life for our region.

The RTC has undergone an organizational transformation to invest intentionally in its people, its culture, and how it delivers transportation solutions to the community. Over the past several years, the agency has undertaken meaningful organizational development efforts, including restructuring to better align operations with our mission, expanding career development, and modernizing internal practices to support collaboration, accountability, and innovation. These changes have strengthened our workplace culture grounded in continuous improvement and shared purpose, where employee voices are valued and professional growth is the standard.

TYPICAL TASKS

Duties include, but are not limited to, the following:

- Assumes full management responsibility for all Planning, Programming, and Transportation Services Department functions and activities, including goals, policies, and service delivery.
- Plans, directs, and coordinates work through subordinate staff; assigns projects, reviews work methods, and resolves problems with key staff.
- Selects, trains, evaluates, and directs department staff, including performance management and, when necessary, discipline.
- Directs development and implementation of the RTC's legislative program, including research and advocacy on transportation-related legislation, grants, and regulations.
- Directs strategy for grant applications and administers grant funding, including pass-through and competitive programs, ensuring compliance with federal, state, and regional requirements.
- Directs local implementation of the Transportation Development Act and production of the agency's overall work program to meet state and federal funding requirements.
- Directs development of the Measure D Strategic Implementation Plan, Annual Report, Five-Year Program of Projects, and related budgets, ensuring Measure D compliance.
- Directs traffic demand, specialized transportation, congestion management, and active transportation programs, and provides functional support for the capital improvement program and delivery of State Highway and rail projects.
- Directs delivery of community services such as Cruz511, Go Santa Cruz County, Freeway Service Patrol, SAFE, and the Safe on 17 Task Force.
- Assigns and directs programming, project, contract, and planning managers, and may personally serve as manager on the most complex studies and projects.
- Directs procurement and management of contracts for transportation studies, programs, and projects.
- Represents the Commission to outside agencies, community groups, and the public; makes presentations to the Commission and other decision-making bodies, prepares staff reports, correspondence, and complex project reports.





EMPLOYMENT STANDARDS

A combination of experience, education, and/or training that demonstrates substantial competence in the following areas:

Knowledge of:

- Principles, practices, techniques, and legal issues related to urban and regional planning, zoning, land development, urban economics, demographics, and environmental planning.
- Principles and practices of developing, implementing, and maintaining transportation plans, programs, projects, and associated funding requests and grant applications.
- Best practices and legal requirements for personnel and performance management, including employee discipline, performance evaluation, and supervision in a setting where the position serves as the sole management-level authority within the department.
- Geographic, socioeconomic, transportation, financial, political, and environmental elements related to public planning projects, including comprehensive plans and current development processes.
- Biological and environmental issues, technical reporting requirements, and current standards for complete streets, roads, bikeways, sidewalks, trails, and safe crossings.
- Trends and innovations in transportation planning, design, modeling, travel forecasting, traffic simulation, and data collection and analysis.
- Transportation funding sources and reporting requirements, and federal, state, and local laws and regulations relating to environmental review, design/construction standards, procurement, and contract management.
- Principles and practices of leadership, motivation, team building, conflict resolution, and organizational/management practices applied to program and policy analysis.
- Principles and practices of organization, administration, personnel management, budget preparation and administration, and supervision, training, and performance evaluation.

Ability to:

- Plan, direct, and control the administration and operations of the department.
- Plan, fund, and oversee complex transportation planning projects on time, within budget, and with minimal disruption to the traveling public.
- Serve as the department's management-level authority, exercising independent judgment in staffing, workload distribution, and performance management.
- Interpret and explain complex planning and zoning projects to the public; assimilate technical and theoretical concepts from diverse disciplines to creatively solve unique problems.
- Evaluate the suitability of projects for specific sites, and accurately interpret land use maps, legal descriptions, and construction/grading plans.
- Effectively organize and manage large or specialized planning projects, coordinating consultants, agencies, utilities, and partners for timely, cost-effective delivery.
- Develop and implement department and RTC policies and procedures, and successfully develop, control, and administer the department budget.
- Analyze problems, identify alternatives, and implement recommendations; communicate clearly in writing with technical/statistical information and make persuasive presentations to varied audiences.
- Supervise, train, and evaluate personnel; develop effective working relationships with Commissioners, member agencies, and public/business groups to gain cooperation and consensus.

SALARY

- \$181,792-\$243,651 per year

BENEFITS

- CalPERS health benefits: 90% Employee Only and 95% family: paid by RTC
- CalPERS Retirement
- Dental: 100% paid by RTC
- Vision coverage for employee: paid by RTC
- Option for 457 (b) deferred compensation Plan
- Generous Vacation & Administrative Leave
- 12.5 paid holidays
- Floating Holiday
- Cell Phone stipend



EDUCATION, EXPERIENCE, AND TRAINING

The knowledge, skills, and abilities listed above may be acquired through various types of training, education, and experience. A typical way to acquire the required knowledge and abilities would be:

Education:

Equivalent to a bachelor's degree from an accredited four-year college or university with major coursework in transportation, urban, or regional planning, environmental studies, or a related transportation field from an accredited college. MA/MS, MBA, or similar advanced degree is desirable.

Experience:

Eight (8) years of progressively responsible transportation planning experience, including four (4) years of management or supervisory experience, including managing projects, transportation finance, and a demonstrated understanding of State and Federal transportation funding and planning processes.

Strong personnel management experience is desirable.

Experience working in the public sector, or reporting to and interacting with a Board of Directors and providing information for board or commission decisions is desirable.

Licenses and Certifications:

Must possess and maintain a valid California driver's license and meet automobile insurability requirements of the RTC or the ability to provide suitable transportation needs as a condition of continued employment.

Certification by the American Institute of Certified Planners (AICP) is highly desirable.

WORK ENVIRONMENT

The position requires work at a computer/video display terminal and desk for extended periods of time. May require travel to various locations. May require work in evenings and weekends.



APPLICATION PROCEDURES

To be considered for this position, please submit a resume, cover letter, and a completed employment application.

Application and job description are available at: <https://bit.ly/3StsKWl> **Submit your application before Friday, September 18, 2026 to be considered for priority screening. This position is open until filled.** All resumes and correspondence will be held in confidence. Materials submitted become the property of RTC and will not be returned. Relocation assistance will not be provided.

For assistance or if you require special accommodations, please call **(831) 460-3200**. RTC Office hours are 8:00 a.m. - 5:00 p.m., Monday - Friday. The RTC will not fax application materials.

