



JOB POSTING

**School Traffic Management Facilitator (1.0FTE)
(Maternity cover for 12 months)**

Join our Ontario Active School Travel team and work to promote walking and wheeling by addressing real-world transportation challenges. Our goal is to make walking, cycling, and other forms of active and sustainable transportation the norm for trips to and from school.

Green Communities Canada (GCC) invites qualified applicants for this full-time contract position. The role of the School Traffic Management Facilitator is to implement the Toronto District School Board (TDSB)'s School Traffic Management Program, being delivered by GCC.

The purpose of the program is to provide assistance to TDSB schools that are experiencing traffic congestion and traffic safety concerns on and around their school site. Participating schools will self-implement education and encouragement activities to promote active and sustainable travel modes to their students.

Location: Toronto

Salary Range: \$45,000 - \$55,000 per annum, commensurate with experience

Responsibilities:

- Investigate and respond to traffic related concerns on school sites and attend meetings with Board administration, school staff and parent councils to facilitate workable solutions.
- Design, schedule and conduct field studies, such as traffic observations and travel surveys.
- Assess traffic flow and behaviour at school sites and prepare Traffic Management Plans, giving consideration to pedestrian, vehicle, cyclist and school bus traffic.
- Identify infrastructure improvements needed and maintain a prioritization and tracking schedule.
- Liaise with City staff (e.g. Transportation Services, Public Health, school crossing guard program managers, police), school administrators and community members to address traffic-related concerns around school sites through a variety of infrastructure-related (e.g. installation of bike racks, pedestrian crossings and traffic calming measures) and non-infrastructure-related strategies (e.g. education and encouragement around active school travel).
- Support schools to develop and implement initiatives to encourage active modes of school travel.
- Participate in various committees, including the City of Toronto Vision Zero Planning Committee and the Toronto School Travel Planning (STP) Steering Committee, and work with committee members to support school traffic safety initiatives and coordinate active travel events.

- Assist with the development and evaluation of the School Traffic Management Program, including the coordination of data collection.
- Other duties as assigned.

Qualifications:

Essential:

- Post-secondary education in planning or engineering, or equivalent experience
- Knowledge of the principles of roadway and parking lot design
- Demonstrated experience in data analysis and report writing
- Working knowledge of Microsoft Office products
- Ability to work independently with minimal supervision
- Excellent communication, presentation, organization, time management and interpersonal skills
- Ability to engage and collaborate with multi-disciplinary stakeholders
- Valid driver's licence

Preferred:

- Minimum of 2 years of experience related to transportation planning or traffic engineering
- Ability to prepare plans and drawings
- Ability to conduct analysis and prepare reports and presentations
- Experience working in a school environment
- Awareness of active and sustainable school travel initiatives
- Access to a vehicle for undertaking school site visits

Duties to commence: 28 May 2018 (provisional date). This is a 12 month position.

How to Apply:

Qualified candidates are invited to email their cover letter and resume in PDF format to mazakula@greencommunitiescanada.org, specifying the Job Title in the subject line, **no later than 5 p.m. on Friday 4 May 2018.**

Please include with your resume a list of professional references.