

DETAIL JOB DESCRIPTION

Research Project Coordinator II

The **Alan M. Voorhees Transportation Center** at Rutgers, The State University of New Jersey seeks qualified candidates for the Research Project Coordinator II position. The center's research portfolio includes projects that address a broad range of planning and policy topics, including: regional planning, transit-oriented development, bicycle and pedestrian transportation, transit planning, emerging mobility options, human services transportation, environmental justice and equity, among others. Key duties for this position include:

- Assists in the conduct of research, including literature reviews, leading practice scans, case studies, planning and administration of focus groups and surveys, and primary and secondary data analysis
- Assists with the preparation of project reports and other work products
- Arranges and coordinates logistics and assists with content related to project-related focus groups, events, and meetings

The Research Project Coordinator II performs work under the direct supervision of one or more principal investigators and/or project managers, with specific instructions on routine or semi-routine work activities. Work is usually reviewed upon completion.

The candidates filling this position may be initially assigned to support the **Together North Jersey Vibrant Places Program, the Healthy, Just, Resilient, and Carbon-neutral mobility project, the NJ TRANSIT Bus Markets survey project, the NYMTC Innovative Public Outreach project, and/or other research, planning, technical assistance, outreach and engagement projects** as needed.

The Research Project Coordinator II will have opportunities to expand their knowledge related to the nexus between transportation and land use, housing, economic development, climate resilience, and placemaking. They will work for a diverse mix of Federal, State, Regional and Local Public Agencies on a challenging mix of policy, research and applied planning projects. They will also have an opportunity to expand their skills related to survey research and analysis, geographic information systems, and other methods commonly used in the fields of planning and public policy development.

Requirements:

- Applicants should possess a Bachelor's degree, preferably in urban planning, or related field, or an equivalent combination of education and/or experience plus two-years relevant experience. A Master's degree, preferably in urban planning or related field, may be substituted for work experience.
- Basic knowledge of the key concepts used in the field of transportation planning and policy and experience, knowledge and subject matter expertise in the concentrations metropolitan and regional planning, public and stakeholder engagement, and/or transit planning and operations are also desired.
- Requires excellent written and verbal communication skills and computer literacy

Salary will be competitive, and commensurate with experience within university guidelines for this position. See job posting for salary range. These positions are part of the Alternate Benefit Program (ABP). Information on the benefits associated with the ABP can be found on the Rutgers University website at the following link: <https://uhr.rutgers.edu/alternate-benefit-program-abp>.

Interested candidates should apply via the internet through the Rutgers University office of human resources at the following link: <https://jobs.rutgers.edu/postings/174414>

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About VTC: The Alan M. Voorhees Transportation Center at Rutgers University (RU-VTC) is a national leader in the research and development of innovative transportation policy. Established in 1998, RU-VTC is one of several research centers within the Edward J. Bloustein School of Planning and Public Policy. The center specializes in identifying and exploring linkages between transportation and other public policy areas, such as economic development, land use, political governance, finance and social policy. The center has an annual operating and research budget of approximately \$4 million. Additional information on VTC can be found here: <http://vtc.rutgers.edu/>.