



Vermont Public Transportation Association

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Mobility Manager Job Posting

Agency Name: Vermont Public Transportation Association
Full-Time – Benefits Available
Official Title: Mobility Manager
Office Location: Bennington, VT

Position Reports To: Executive Director of Vermont Public Transportation Association

Description of Work:

VPTA is seeking a highly motivated candidate to assist Vermont residents with mobility challenges to find access to transportation. This will include planning, researching, community outreach, and the development of building individual mobility plans for riders and partners involved in their care.

Essential Duties and Responsibilities:

With the aim of supporting and promoting transportation services that increase mobility and access for seniors, people with disabilities, veterans, and low-income individuals, the core responsibilities are as follows:

- Research and share information about transportation services and best practices.
- Conduct outreach to foster partnerships among key stakeholders.
- Provide technical assistance to stakeholders looking to implement best practices and innovative approaches to community transportation coordination and mobility management.
- Serve as a resource to partner agencies, organizations, and community transportation providers.
- Support efforts to identify coordinated, efficient, cost-effective solutions to consumers' transportation needs.
- Attend community meetings and make presentations to increase knowledge of mobility management resources.
- Perform other duties as assigned.

Experience:

Experience in a Transit Planning environment is desirable but not required. Candidates must demonstrate a clear interest or a working knowledge of public transportation.

Qualifications:

- Bachelor's Degree or equivalent experience
- Excellent verbal and written communication skills, presentation skills, tact, and diplomacy
- Ability to plan, organize and prioritize; coordinate complex tasks and activities; and work independently and in a team environment.
- Willingness to travel around Vermont to meet with stakeholders in all regions.
- Proficiency in Microsoft Office suite
- Experience in coalition-building or community organization a plus

Application Process:

- Interested applicants should submit a resume and cover letter to the Vermont Public Transportation Association office by the due date.
- Applicants will be required to pass all background checks and have a valid driver's license.