



MANAGER OF RAIL PLANNING, LINK21

JC: 000349

PG: AFI

BU: 31(AFSCME)

F LSA: Exempt

*Class specifications are intended to present a descriptive list of the range of duties performed by employees in the class. Specifications are **not** intended to reflect all duties performed within the job.*

DEFINITION

Under direction, directs and manages rail planning (BART/intercity Passenger Rail) for Link21 by developing and evaluating new rail alignment alternatives to meet the vision of the Link21 Program. Link21 alternative planning will include network, operations, service, and infrastructure planning. This classification manages the work of consultants/contractors within these areas; coordinates activities with other divisions and departments; collaborates with other rail agency partners; provides highly responsible and complex administrative support to the Director of the Link21, Chief Development Officers, and the General Manager; and perform related duties as assigned.

CLASS CHARACTERISTICS

This is the first level full supervisory/managerial classification responsible for rail planning (BART/intercity passenger rail) for the Link21 program. Classifications at this level typically independently represent the District, are subject matter experts possessing highly specialized knowledge, skills, abilities, and experience, and are responsible for a specialty program area that has a major impact on the organization. Additionally, this classification is responsible for managing and supervising the work of subordinate employees and consultants/contractors. This classification is distinguished from the Director of Link21 Program in that the latter is responsible for directing all policy and planning activities for the entire Link21 Program.

REPORTS TO

Director of Link21

EXAMPLES OF DUTIES – *Duties may include, but are not limited to, the following:*

1. Guides the rail planning of a large rail service/system expansion project that integrates urban metro (BART) and main line regional rail modes (commuter intercity, high-speed) to serve the 21-county megaregion.
2. Coordinates with partner agencies on clarifying design criteria for vehicle technologies, and coordinating projects, such as stations, yards, shops, etc., on design requirements and/or coordination.
3. Oversees passenger rail planning work, from conceptual planning to preliminary engineering.
4. Collaborates with overall team to utilize a Business Case framework for the evaluation / selection of Program/Project(s) alternatives.

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5. Builds and maintains relationships with a wide variety of stakeholders, representing the District, and maintaining effective working relationships with those contacted during the course of work.
6. Presents Link21 Program to other agencies, BART executives, the public, the BART Board of Directors, and other policymakers.
7. Plans, directs, coordinates and reviews the work plans for consultants/contractors; assigns work activities; reviews and evaluates work products, methods and procedures; meets with contractors to identify and resolve problems.
8. Participates in the development and administration of the division's annual budget; participates in the forecast of funds needed for staffing, equipment, materials, and supplies; monitors and approves expenditures; implements adjustments.
9. Serves as staff on a variety of boards, commissions, and committees; prepares necessary correspondence and reports and makes presentations to senior staff and elected officials, including presentations to the BART Board of Directors.
10. Produces high quality work in a timely manner and on several projects simultaneously. Make sound, practical decisions on complex issues and work independently.
11. Attends and participates in professional group meetings; stays abreast of new trends and innovations in the fields of rail planning and development.
12. Communicating clearly and concisely, both orally and in writing to both internal and external stakeholders.

QUALIFICATIONS

Knowledge of:

- Principles of transportation system planning, with a solid understanding of both urban metro and intercity passenger rail system, operations, and rail engineering best practices
- Equity in planning large-scale transportation projects
- Principles of environmental analysis (CEQA and NEPA) for urban metro and regional rail expansion projects
- Knowledge of the Engineering and feasibility constraints of developing a new fixed-rail transit system
- Rail transit and intercity passenger rail funding programs at the state and federal levels (FTA, FRA, FHWA), and the eligibility criteria for the programs
- Principles of travel demand modeling and land use modeling
- General familiarity with Bay Area and Northern California geography
- Knowledge and experience with Alternatives development and evaluation using a Business Case methodology
- Knowledge of the state of the rail industry and developing practices in urban metro and regional rail and operations worldwide
- Understanding of the relationship between freight and passenger rail operations in California and the US

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- Familiarity with public outreach processes
- The needs and practices of working in diverse or disadvantaged communities

Skill in:

- Working cross-functionally in teams and form partnerships to achieve objectives
- Communicating clearly and concisely both orally and in writing
- Preparing and assembling documents for public distribution and/or presentation
- Selecting, supervising, training, and evaluating planning staff
- Overseeing, directing, and coordinating the work of highly specialized consultant staff
- Preparing clear and concise administrative and financial reports
- Analyzing problems, identifying alternative solutions, projecting consequences of proposed actions, and implementing recommendations in support of goals
- Interpreting and applying Federal, State, and local policies, laws, and regulations
- Establishing and maintaining effective working relationships with those contacted in the course of the work

MINIMUM QUALIFICATIONS:

Education

Possession of a bachelor's degree in engineering, environmental planning, urban planning, business administration, public administration, or a related field from an accredited college or university.

Experience

The equivalent of four (4) years of (full-time equivalent) verifiable rail planning experience, which must have included at least one (1) year of supervisory/administrator experience.

Substitution

Additional professional experience as outlined above may be substituted for the above education on a year-for-year basis. A college degree is preferred.

Other Requirements

Field activities may include (but are not limited to) accessing the BART operating right-of-way, climbing on and off rail equipment, climbing ladders, walking on uneven surfaces, visiting construction sites, and operating a motor vehicle. Must possess a valid California driver's license and have a satisfactory driving record.

WORKING CONDITIONS

Environmental Conditions

Office environment; exposure to computer screens; field environment; construction site environment; exposure to heat, cold, moving vehicle, electrical energy, and inclement weather conditions.

Physical Conditions

May require maintaining physical condition necessary for walking, standing, or sitting for prolonged periods of time.

BART EEO-1 Job Group: 1500 – Supervisors/Other

Census Code: 0430 – Miscellaneous Managers

Safety Sensitive: No

CLASSIFICATION HISTORY

Created : June 2022

Revised:

Updated :