

## [Assistant Planner \(Resiliency & Transit Planning\)](#)

Are you a recent graduate or an early career professional looking for a great opportunity to build your transportation planning career? The South Jersey Transportation Planning Organization (SJTPO) is ready to welcome you to our team!

SJTPO is seeking a full-time Assistant Planner to assist with the advancement of SJTPO's initiatives in resiliency and supporting the advancement of public transit for the transit-dependent population in the SJTPO region. The SJTPO office in Vineland is within an hour's drive of countless beautiful beaches, boardwalks, and natural areas, as well as Philadelphia, PA, and Wilmington, DE, and just over 2 hours from New York City, Baltimore, and the Pocono Mountains.

SJTPO prioritizes a healthy work-life balance for employees, including a 40-hour work week, inclusive of a paid lunch hour, with opportunities to accrue flex and compensatory time when after-hours meetings occur. SJTPO offers a generous benefits package, including excellent health, prescription, vision, and dental plans, participation in the New Jersey State Pension System, providing peace of mind for your retirement, generous holidays (15), vacation (12), sick (15), and personal (3) days, tuition assistance, among other benefits. The salary range is \$56,000 to \$62,500 (Range 6), depending on qualifications and experience.

Responsibilities include advancing SJTPO's initiatives in resiliency; supporting the advancement of public transit, especially for the transit-dependent population; supporting SJTPO's performance-based planning efforts, data collection and analysis, as well as review and evaluation of new targets; researching, drafting, and implementing the region's long-range Regional Transportation Plan (RTP); as well as supporting a variety of consultant-led technical studies. The position will report directly to the Program Manager of Regional Planning and Systems Performance. Fieldwork and travel are required. **A complete job description and detailed requirements are available [here](#), with additional information about working at SJTPO at [www.sjtpo.org/careers](http://www.sjtpo.org/careers).**

Applicants must have a bachelor's degree in planning, environmental science, or a relevant alternative with a master's degree strongly desired. At least one year of experience (including internships or cooperative education) in transportation planning is desired. Candidates must have excellent written and verbal communication skills. Candidates should also be comfortable with Microsoft Office applications (Word, Excel, and PowerPoint). Familiarity with ArcGIS is desirable. Must be legally eligible to work in the US.

**A cover letter, resume, three references, example(s) of work, a listing of tools, and unofficial transcript(s) or copy of degree certificate as appropriate, should be submitted as soon as possible but must be received by Wednesday, June 7, 2023, via email at [careers@sjtpo.org](mailto:careers@sjtpo.org) to be considered for the position.**

**SJTPO is an equal opportunity employer** and encourages and supports diversity in the workplace. Decisions on employment are made on the basis of the qualifications of the individual for the particular position being filled. It is the policy of SJTPO that all employees will be treated equally without regard to race, creed, color, religion, national origin, ancestry, age, sex, marital status, domestic partner status, familial status, domestic partnership status, affectional or sexual orientation, atypical hereditary cellular or blood trait, genetic information, veteran status, disability or handicap, or for any other reason prohibited by law. Such employment action includes, but is not limited to, the following: employment, promotion, demotion, transfers, layoffs and termination, recruitment and selection for training, and all SJTPO-sponsored social and recreational programs. For additional details, please refer to SJTA's (SJTPO's Administrative Host) Policy on [Equal Employment Opportunity](#).