

Transportation Development Officer (Full Time - Contractual)

Recruitment #23-006097-0007

DEPARTMENT West North Avenue Development Authority

DATE OPENED 4/24/2023 09:30:00 AM

FILING
DEADLINE Open Until Filled

SALARY \$67,802.00 - \$105,072.00/year

EMPLOYMENT
TYPE Full-Time

HR ANALYST Loni Young

WORK
LOCATION Baltimore City

Introduction

The [West North Avenue Development Authority](#) for Baltimore City is the economic development agency for the State of Maryland to benefit the neighborhoods of West Baltimore. The Authority initiates and funds comprehensive housing, economic, transportation, and neighborhood development by providing grants and low-interest loans to Minority Business Enterprise real estate developers, IT, light- manufacturing, and product production business start-ups, and commercial retail entrepreneurs participating in the revitalization of West Baltimore through acquisition, development, and repurposing of vacant, blighted, and abandon residential and commercial properties for economic development.

The goals of the Authority are too:

- Create a forum for residents to come together on one comprehensive economic, housing, transportation, and neighborhood revitalization plan for West North Avenue.
- Serve as a clearinghouse and resource center for promoting coordination and communication on development opportunities for West North Avenue.

- Ensure State and City funds are spent effectively and efficiently for development, and that development is happening in the appropriate way for West North Avenue.
- Provide advisory services to State, City and Non-government agencies on planning and development for West North Avenue.
- “Initiate” and “Fund” real estate and infrastructure development projects for West North Avenue.

The Authority is a first in the nation quasi-government economic development agency dedicated towards addressing the systemic discriminatory effects of redlining, that is anchored by an HBCU (Coppin State University) and a public arts college (MICA). The authority will become a national model for using unrestricted, creative and alternative funding and financing tools to bring economic equity with parity to marginalized communities while collaboratively engaging with the next generation of thought leaders to address these issues from two of Maryland’s most prestigious academic institutions.

The Authority has presently identified six strategic development zones for single-family homeownership redevelopment, commercial, retail, and restaurant enterprise, and large-scale multifamily market-rate housing, along with the inclusion of trans-oriented development and green-space for parks and recreational activities.

The staff of the Authority will need to be highly advanced in their profession with the ability to make sound and logical independent judgements on programmatic and fiscal matters to successfully implement core duties and responsibilities of their position description.

The West North Avenue Development Authority offers a flexible work schedule, telework, training, advancement and career path opportunities, causal business dress, and a competitive salary. The offices of the agency are currently located on the campus of Coppin State University. All employees of the Authority will benefit from access to the cafeteria and gym facilities on the campus of Coppin State University, along with full reimbursement of an annual campus parking pass and \$50/month for cell phone. The Authority will soon participate in a Live-Near-Your Work program offering \$25,000 - \$50,000 in down payment assistance to full-time benefits-eligible employees who purchase homes in designated neighborhoods of West Baltimore.

The Authority has plans to rehabilitate a historic B&O railroad building for its offices on a soon to be revitalized commercial and retail Walbrook Mill lumber yard site next to Coppin State University and the Walbrook Mill Food Hall on W. North Ave.

GRADE

LOCATION OF POSITION

2500 West North Avenue
Baltimore, MD 21216

The position will work out of offices on the campus of Coppin State University.

POSITION DUTIES

The Transportation and Green Space Development Officer for the West North Avenue Development Authority is the lead position, under the direct supervision of the Chief Planning and Development Officer, for planning and implementing transportation, green space, and recreation development technical assistance, providing and monitoring related grant funds and financing, participating in the marketing of W North Ave as a trans-oriented development corridor, and serves as the transportation and green space development subject matter expert on behalf of the Executive Director to State and City officials.

This is a highly-visible, hands-on professional role, responsible for managing impactful political, business, and community relationships and promoting effective and efficient economic development efforts in West Baltimore.

- Develop partnerships with MTA, Baltimore Planning, Baltimore Transportation, Parks and People Foundation, business associations, and other community organizations in the transportation and green space sector.
- Participate in establishing a transportation circulator bus system and light-rail route through W North Ave. target and buffer zone, including The Baltimore Zoo, Druid Hill Park, and Mondawmin Mall, connecting West Baltimore residents to downtown and Baltimore Harbor economic sectors in East Baltimore.
- Plan the improvement of bus stops along West North Avenue into beautiful safe places with green space.
- Serve on behalf of the Executive director as the State's transportation and green space representative for W. North Avenue, and liaison to professional trans-oriented development organizations.
- Recommend funding of projects that create transportation improvement and green space opportunities.
- Prepare and submit quarterly reports on the performance of transportation development activities.
- Provide effective supervision and professional development of staff.

MINIMUM QUALIFICATIONS

Education: A Bachelor's degree from an accredited college or university in Political Science, Social Science, Public Administration, Public Policy, Community Planning, Economics or other relevant study.
OR

A Master's degree in Business Administration with a focus on Economics, Finance or Real Estate, or Master's degree in Public Administration or Urban Planning.

Experience: 7 years of professional experience in urban policy and planning, land use, zoning, and transportation planning.

Notes: 1. Candidates may substitute additional professional experience as defined above on a year-for-year basis for the required education.

2. Candidates may substitute additional job-related education at a rate of thirty credit hours for each year of experience for up to two years of the required experience.
3. Candidates may substitute U.S. Armed Forces military service experience as a commissioned officer in business and industry classification or business and industry specialty codes in the related field of work on a year-for-year basis for the required experience and education.

DESIRED OR PREFERRED QUALIFICATIONS

Preference will be given to applicants who possess the following preferred qualification(s). Include clear and specific information on your application regarding your qualifications.

1. Experience in leading and overseeing a multi-year transportation development plan for a urban city.
2. Experience in encouraging transportation development that advances equity and builds community wealth.
3. Extensive knowledge of the principles, practices, and techniques in implementing transportation planning processes.

SELECTION PROCESS

Please make sure that you provide sufficient information on your application to show that you meet the qualifications for this recruitment. All information concerning your qualifications must be submitted by the closing date. We will not consider information submitted after this date. Successful candidates will be ranked as Best Qualified, Better Qualified, or Qualified and placed on the eligible (employment) list for at least one year.

EXAMINATION PROCESS

The assessment may consist of a rating of your education, training, and experience related to the requirements of the position. It is important that you provide complete and accurate information on your application. Please report all experience and education that is related to this position.

BENEFITS

Contractual employees who work for an agency covered under the State Employee and Retiree Health and Welfare Benefits Program, have a current employment contract and work 30 or more hours a week (or on average 130 hours per month) may be eligible for subsidized health benefits coverage for themselves and their dependents. As a contractual employee, you will be responsible for paying 25% of the premiums for your medical and prescription coverage, including any eligible dependents you have enrolled. The State of Maryland will subsidize the remaining 75% of the cost for these benefits. You can also elect to enroll in dental coverage, accidental death and dismemberment insurance, and life insurance, but will be responsible to pay the full premium for these benefits.

Leave may be granted to a contractual employee who has worked 120 days in a 12 month period. This leave accrues at a rate of one hour for every 30 hours worked, not to exceed 40 hours per calendar year.

FURTHER INSTRUCTIONS

For education obtained outside the U.S., a copy of the equivalent American education as determined by a foreign credential evaluation service must be provided prior to hire.

Online applications are highly recommended. However, if you are unable to apply online, the paper application and supplemental questionnaire may be submitted to: Department of Budget and Management, Recruitment and Examination Division, 301 W. Preston St., Baltimore, MD 21201. Paper application materials must be received in our office by the closing date for the recruitment. No postmarks will be accepted.

For questions regarding this recruitment, please contact the DBM Recruitment and Examination Division at Application.Help@maryland.gov or 410-767-4850, MD TTY Relay Service 1-800-735-2258.

We thank our Veterans for their service to our country.

People with disabilities and bilingual candidates are encouraged to apply.

As an equal opportunity employer, Maryland is committed to recruitment, retaining and promoting employees who are reflective of the State's diversity.

[APPLY](#)