



The Washington, DC region is great >> and it can be greater.

Transportation Policy Advisor Job Description

Do you want to play an integral part in helping the Washington region solve tricky transportation challenges, improve transit service, make roads safer, reallocate scarce curbside space, prepare for new technologies, and make our transportation systems more inclusive, equitable and sustainable? Are you great at taking complicated problems and making them simple, and steering a room full of important stakeholders to actually get some things done?

Greater Greater Washington is seeking a Transportation Policy Advisor to lead coalitions of transportation stakeholders and support our other thriving transportation policy and advocacy initiatives. The Transportation Policy Advisor will work with the rest of the GGWash transportation policy team to develop our agenda and expand our profile in the region.

About Greater Greater Washington

Greater Greater Washington is a volunteer-driven, nonprofit organization that brings people together online and offline to discuss, organize, and advocate for an inclusive, diverse, growing Washington, DC region where all people can choose to live in walkable urban communities.

- Our publication (ggwash.org) informs and educates people around the Washington region and world about the forces that shape our region and the people in it.
- Our community efforts engage residents in being more active civic participants to push to make the region and their neighborhoods greater.
- Our policy initiatives convene officials and stakeholders to reach consensus on policies which improve housing and transportation in the region.

Greater Greater Washington manages two transportation coalitions:

- DC Sustainable Transportation, a coalition of business, advocacy, and government entities who collaborate to make DC a global leader with frequent, rapid, safe, affordable, and reliable transportation to, from, and around DC job centers. DCST believes in providing all residents, workers and visitors with options to travel by transit,

walking, and biking; to mitigate congestion and better manage curb space; and to prepare for mobility changes in the future with advancing technology.

- The DC Transportation Equity Network, a new coalition of organizations working on direct services, community organizing, social, economic or environmental justice advocacy, and health and safety for vulnerable road users, to achieve a more equitable, accessible, and sustainable transportation system.

Job responsibilities

Support management of transportation coalitions (~50% of time)

- Organize and lead meetings of DC Sustainable Transportation and participate in meetings of the Transportation Equity Network. Brief participants on progress on key transportation priorities.
- Manage DCST committees on bus priority, curbside management, and other issues.
- Track key policy issues for the coalitions or committees to discuss and identify other potential stakeholders for coalitions to engage with.
- Wrangle groups of stakeholders with many different perspectives to reach consensus on a practical and constructive path forward on policy issues. Identify other potential stakeholders for coalitions to engage with on priority issues.
- Handle operational needs for coalition meetings.

Shape and communicate transportation priorities and strategy (~50% of time)

- Research and contribute input on key transportation policies such as bus priority, Metro hours and budgets, congestion pricing, curbside management, safety, bicycles and scooters, walkability, autonomous vehicles and other issues, and opportunities to advocate as they emerge.
- Create plans and proposals for effecting change on chosen policy priorities.
- Build and develop relationships with key District and regional transportation officials.
- Draft regular articles or other written materials to support policy positions from GGWash, DCST and/or the TEN, as required.
- Represent GGWash or DCST on panels and at events.

About you

You should apply if you meet 75-80% of the following criteria:

- You are responsible and self-motivated to perform to a high standard.
- You have excellent communication (both written and verbal) skills, including the ability to translate complex policy issues into an understandable form to laypeople.
- You have experience working on transportation policy or advocacy.
- Experience promoting transportation policy change for equitable outcomes is a plus, as is knowledge of equity considerations in public policy more generally.
- You have a track record of positive relationships with people in local and regional transportation decision-making roles and other relevant stakeholders.

- Experience with the Washington region's transportation issue and decision-making structures and relationships with regional officials is a strong plus.
- You have experience leading and facilitating meetings and driving diverse groups of stakeholders with varied interests to consensus.
- You are entrepreneurial and organized, capable of taking direction and successfully managing multiple tasks simultaneously with little daily supervision.
- You have a bachelor's degree and 2-10 years of professional experience.
- You have a demonstrated interest in sustainability and equity as essential considerations in transportation policy.

This is a full-time (40 hours/wk), salaried position. We anticipate that compensation for this position will be in the range of \$50,000 to \$65,000 plus opportunities for bonuses based on the organization's budgetary capacity and individual performance.

You will be based at Greater Greater Washington's offices at WeWork, 1440 G Street NW, Washington, DC. Access to a car is not required. Work is mostly during the business day, with events on weeknights and/or weekends up to a few times per month.

We offer a benefits package that includes health insurance contributions, transit commuter benefits, 401(k) deferral, and flexible paid time off.

Greater Greater Washington provides equal employment opportunities to all applicants for employment without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, age, or disability.

Applications will be accepted on a rolling basis. We are open to the possibility of candidates with longer time horizons for a start date.

To apply, send a resume; a one-page personal statement explaining why you would be passionate about this role; and two writing samples or other samples of your work to jobs@ggwash.org with "Transportation Policy Advisor" in the subject line. Please include all materials as PDFs or Word documents as it is more cumbersome to deal with content in email or linked content.