City of New York
DEPARTMENT OF TRANSPORTATION
Job Posting Notice

<table>
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<tr>
<th>Civil Service Title:</th>
<th>COMMUNITY COORDINATOR</th>
<th>Level:</th>
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<tbody>
<tr>
<td>Title Code No:</td>
<td>56058</td>
<td>Salary:</td>
<td>$59,116.00/$67,983.00-$89,768.00</td>
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<td></td>
<td></td>
<td>Frequency:</td>
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<tr>
<td>Title Classification:</td>
<td>Non-Competitive</td>
<td>Work Location:</td>
<td>55 Water St Ny Ny</td>
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<tr>
<td>Business Title:</td>
<td>Project Lead □ School Safety</td>
<td>Number of Positions:</td>
<td>3</td>
</tr>
<tr>
<td>Division/Work Unit:</td>
<td>Research, Imp &amp; Safety</td>
<td>Hours/Shift:</td>
<td>M - F / 35hrs</td>
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<tr>
<td>Job ID:</td>
<td>590979</td>
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Job Description
The Division of Transportation Planning and Management (TPM) is responsible for the safe, efficient, and environmentally responsible movement of people and goods on the City's streets, supporting the larger goals of economic and social vitality for people living, working, and doing business in New York City. Research Implementation and Safety (RIS) is a sub-division that identifies, plans, and implements annual street improvement projects and programs throughout New York City, all focused on improving safety, through programs such as Vision Zero, Safe Streets for Seniors, High Pedestrian Crash Locations, and Neighborhood Slow Zones. The School Safety unit is responsible for improving safety near K-12 schools throughout New York City. The group focuses primarily on pedestrian safety, accessibility, and the development of projects that encourage non-motorized transportation near schools. The School Safety Unit seeks 3 qualified candidates to serve as Project Leads. Under the direction of senior staff and with wide latitude for independent judgement, the candidates will be responsible for planning, developing, designing, and implementing Street Improvement Projects (SIPs) to improve safety for all roadway users with a particular emphasis on child safety. This will involve project and program management, extensive community outreach, research, data analysis, implementation coordination, and field work. The selected candidates will analyze crash and traffic data; create street designs using AutoCAD; coordinate with staff throughout DOT and partner city agencies; perform extensive community outreach to schools, elected officials, Community Boards, inter-agency members, and other stakeholders, develop and deliver public presentations; and manage implementation of new roadway designs. The work will include evaluating and improving the existing community outreach strategies and piloting new ones. Outreach work with students in NYC schools may be required on some of the projects. The selected candidates will have the opportunity to investigate new design treatments and policy initiatives, to develop and pilot innovative safety treatments and to develop new capital projects for implementation by the Department of Design and Construction on behalf of NYC DOT School Safety. In addition, the selected candidates will coordinate research efforts; participate in technical and advisory committee meetings; and work with DOT staff and external agency representatives on studies and projects. Intra-agency coordination and communication will be a critical aspect of the job. The candidate will be assigned challenging design problems in a fast-moving field and will be expected to stay up to date on developments in transportation planning. This is an opportunity to work with a team dedicated to improving school safety, accessibility, and walkability throughout New York City. The Department of Transportation's (DOT) mission is to provide for the safe, efficient, and environmentally responsible movement of people and goods in the City of New York and to maintain and enhance the transportation infrastructure crucial to the economic vitality and quality of life of our primary customers, City residents.

Minimum Qualification Requirements
1. A baccalaureate degree from an accredited college and two years of experience in community work or community centered activities in an area related to the duties described above; or
2. High school graduation or equivalent and six years of experience in community work or community centered activities in an area related to the duties as described above; or
3. Education and/or experience which is equivalent to "1" or "2" above. However, all candidates must have at least one year of experience as described in "1" above.

Preferred Skills
Proficient in Microsoft Word, Power Point, Excel, AutoCAD, and Adobe Creative Suite. Knowledge of traffic calming, urban design, pedestrian-oriented design, complete streets, and traffic engineering required. Excellent writing, editing, oral presentation, and community outreach skills a must. Valid NYS Driver's License is preferred.

Additional Information
This position may be eligible for remote work up to 2 days per week, pursuant to the Remote Work Pilot Program agreed to between the City and DC37.

Residency Requirement
New York City residency is generally required within 90 days of appointment. However, City Employees in certain titles who have worked for the City for 2 continuous years may also be eligible to reside in Nassau, Suffolk, Putnam, Westchester, Rockland, or Orange County. To determine if the residency requirement applies to you, please discuss with the agency representative at the time of interview.

To Apply
All resumes are to be submitted electronically using one of the following methods: Please go to www.nyc.gov/careers/search and search for the Job ID number 590979. Current employees please log on into Employee Self Service at https://hrb.nycaps.nycaps.nycnet follow the Careers Link, ID number 590979. No phone calls, faxes or personal inquiries permitted. Only applicants under consideration will be contacted. Most public libraries have computers available for use. Note: New hires must reside in NYC for the first two years of employment. Appointments are subject to OMB approval. For more information about DOT, visit us at: www.nyc.gov/dot

Public Svc Loan Forgiveness
As a prospective employee of the City of New York, you may be eligible for federal loan forgiveness programs and state repayment assistance programs. For more information, please visit the U.S. Department of Education’s website at StudentAid.gov/PSLF

Recruitment Contact
Posting Date: 06/29/2023  Post Until: 07/13/2023

The City of New York is an inclusive equal opportunity employer committed to recruiting and retaining a diverse workforce and providing a work environment that is free from discrimination and harassment based upon any legally protected status or protected characteristic, including but not limited to an individual’s sex, race, color, ethnicity, national origin, age, religion, disability, sexual orientation, veteran status, gender identity, or pregnancy.