

## Executive Director

The Magic Valley Metropolitan Planning Organization is hiring its first Executive Director. The position, desired qualifications, compensation package, and information on how to apply, are described below.

## Organization

The Magic Valley Metropolitan Planning Organization (MVMPO) is the federally designated metropolitan planning organization for the Twin Falls, Idaho Urban Area. The MVMPO was formed following the 2020 Decennial Census and includes the member agencies of the City of Twin Falls, the City of Kimberly, Twin Falls County, Jerome County, the Twin Falls, Jerome, and Hillsdale Highway Districts, and Idaho Transportation Department District 4. The MVMPO planning area covers 279 square miles and serves 76,340 Idahoans. The MVMPO oversees the “cooperative, comprehensive, and continuing” (3C) transportation planning process required by federal law and provides technical assistance to its member agencies.

Positioned between the Snake River, the Craters of the Moon National Monument, and the Sawtooth National Forest, the Magic Valley effortlessly unites natural beauty, outdoor adventure, and small-town friendliness.

## Position

The MVMPO seeks a qualified leader to serve as the first MPO Executive Director. The Executive Director is responsible for executing the policies and direction established by the MVMPO Policy Board in support of transportation objectives of the Twin Falls urban area. The Executive Director oversees the operation of the organization and its staff and reports pertinent information to the Policy Board.

The successful candidate for this role will have considerable knowledge of the theory and practice of transportation planning and forecasting; the federal transportation planning process and regulatory requirements; community outreach and engagement; and organizational and financial management.

These essential functions of the Executive Director include:

- Collaborate with the Policy Board to ensure continuing, comprehensive, and cooperative, planning occurs in the Twin Falls urban area.
- Implement the vision of the Metropolitan Transportation Plan (MTP).
- Create, administer, and manage the Unified Planning Work Program (UPWP).
- Create, administer, and manage the Transportation Improvement Program (TIP).
- Oversee the MPO's public outreach program to ensure inclusiveness, compliance with state and federal requirements, and alignment with the Public Participation Plan (PPP).
- Pursue funding opportunities for the MPO in the form of state and federal grants.
- Manage the update of the four federally required documents (MTP, UPWP, TIP, PPP) on their respective cycles.
- Serve the MVMPO's Policy Board in decision making.

## Qualifications

The qualifications for this role include:

- Candidates should possess at least ten years of experience in planning, community development, or public administration, with a minimum of five years of supervisory management experience.
- Candidates should also possess a bachelor's degree in urban planning, public administration, transportation engineering, or a related field.
- A master's degree is preferred but not required.
- Equivalent combination of education and experience is acceptable.
- American Institute of Certified Planners (AICP) certification preferred but not required.
- Valid Idaho driver's license required.
- Legal authorization to work in the United States of America is required.

## Compensation

The starting salary ranges from \$100,000 - \$120,000 annually, depending upon qualifications and experience. This is a full-time exempt position. The MVMPO offers excellent Idaho state employee benefits, including the Public Employee Retirement System of Idaho (PERSI), health care insurance, lifestyle account, paid holiday leave and paid sick leave, as well as a supportive work environment and a commitment to ongoing professional development. The MVMPO office is in downtown Twin Falls.

## How to Apply

Please submit a resume and cover letter by [clicking here](#). The application deadline for this position is April 4, 2024.