

Director, Department of Transportation and Parking

City of Hoboken



General Summary and Job Description

The City of Hoboken seeks a dynamic and experienced leader to serve as the Director of the Department of Transportation and Parking. As the head of the largest non-public safety department within the City of Hoboken, the Director will oversee all operations and strategic initiatives, managing a \$23 million annual budget and leading a team renowned as one of the best and most talented in New Jersey municipal government. This challenging but incredibly rewarding role offers the opportunity to spearhead a variety of exciting programs and initiatives, including Hoboken's nationally acclaimed Complete Streets and Vision Zero programs, the redesign of Willow Avenue, the City's mobility programs such as bike share, car share, municipal transit, the buildout of New Jersey's largest on-street EV charging network, and more.

The Director will also be responsible for the strategic oversight and management of all aspects of the Hoboken Parking Utility, ensuring the efficient utilization of Hoboken's 9,000 on-street and 3,000 off-street parking spaces. The Director will develop and implement transportation and parking policies, manage key strategic projects, and collaborate with other City departments to advance Hoboken's commitment to creating safe, sustainable, and equitable transportation options. The Director will report to the Mayor and the Business Administrator.

Essential Responsibilities

- Provides leadership and strategic oversight of all operations within the Department of Transportation and Parking.
- Prepares and manages a \$23 million annual budget, ensuring responsible allocation of resources and financial sustainability.
- Leads the implementation of Hoboken's Complete Streets and Vision Zero programs, working to maintain and expand upon the City's record of seven consecutive years without a traffic death.
- Oversees major projects such as the redesign of Willow Avenue, the rehabilitation of Midtown Garage, and the expansion of the City's EV charging infrastructure.
- Develops and implements curbside management policies, enhancing the efficiency and equity of Hoboken's public spaces.
- Champions a culture of innovation and continuous improvement within the department.
- Collaborates with other City personnel, including the Director of Climate Action and Innovation, City Engineer, Chief Resilience Officer, land use planners, and public safety officers to ensure the integration of transportation initiatives with broader City goals.
- Maintains and enhances relationships with key stakeholders, including the City Council, outside agencies, local businesses, and community organizations.
- Prepares amendments to the Hoboken municipal code, resolutions to award contracts to vendors, and attend City Council meetings on behalf of the department.
- Coordinates and participates in public outreach efforts.

- Serves on boards or committees at the local, regional, and state levels to advance best practices and support the City of Hoboken's interests.
- Participates as a speaker or presenter at professional conferences as a subject matter expert in support of Hoboken's transportation programs, policies, and projects.
- Ensures a high level of exceptional customer service provided in all functions of the organization.
- Stays abreast of industry trends and best practices, identifying opportunities for innovation and improvement.
- Briefs the Mayor, Business Administrator, and the County Council on department projects and operations as requested.

Minimum Qualifications

- Graduation from an accredited four-year college or university with major coursework in transportation planning, transportation engineering, public administration, or a related field.
- 10+ years of experience in transportation or parking operations management, with at least 3 to 5 years of managerial experience.
- Strong knowledge of transportation and parking systems planning, urban mobility challenges, and public administration principles.
- Excellent verbal, written, analytical, and organizational skills.
- Proficiency in Microsoft Office 365 software.

Additional Desired Qualifications

- Certified Planner (AICP), Certified Administrator of Public Parking (CAPP), Licensed Professional Planner (P.P.), or Licensed Professional Engineer (P.E.) is preferred.
- Knowledge of Generally Accepted Accounting Principles (GAAP) and contract administration.

Miscellaneous Requirements

- Valid driver's license in the State of New Jersey.
- Ability to operate a bicycle.

Salary: \$120,000 - \$160,000 annually

Closing Date: September 30, 2024

To Apply: Please send a resume and cover letter to Michael Kraus at mkraus@hobokennj.gov.