

# METRO

## Classification Description

**Titles:** Principal Researcher and Modeler  
**Job Code:** 6023  
**Pay Grades:** 22  
**FLSA Status:** Exempt – Professional, Learned

**Bargaining Unit:** AFSCME 3580  
**Established:** March 2012  
**Revised:**  
**EEO Category:** Professionals

### **DESCRIPTION**

Perform highly skilled professional transportation and land use modeling work in regional economic sciences involving a variety of the most critical and complex transportation or economic and land use modeling projects. The Principal Researcher and Modeler is assigned to the most challenging projects and assignments, measured by a combination of the project's complexity, scope, impact on the community and other relevant considerations. The position serves as the technical lead for the modeling aspects of these projects in terms of establishing and monitoring the budget, directing staff activities, defining analytical methodologies, and preparing reports and recommendations.

### **DISTINGUISHING FEATURES**

This position is the highest level classification in the Researcher and Modeler series. The Principal Researcher and Modeler is responsible for the most complex or advanced assignments and may act in a lead role over other staff. The Principal Researcher and Modeler is distinguished by the level of judgment, communication, negotiation and project management skills that are necessary to successfully complete work assignments and interact with the public and outside agencies. The classification recommends Department policy and makes Department commitments within their area of expertise and functions with a great deal of autonomy.

### **DUTIES AND RESPONSIBILITIES**

*Tasks listed are intended to be descriptive and not restrictive. An employee in this classification may perform any of the tasks listed; however, these examples do not include all the tasks which an employee may be expected to perform.*

1. Plans, develops and executes transportation or land use and regional economic modeling programs, objectives, strategies and budgets for assigned programs and/or projects where success or failure can affect general Metro activities, public concern, or the work of other Planners within and outside the Department.
2. Manages major transportation or land use and econometric modeling project(s) that have broad public impact or are highly controversial with the public or outside agencies, or manages multiple projects that require a high level of proficiency within area of expertise. Projects managed may or may not require management of grants or funds.
3. May require the management of staff from other jurisdictions on collaborative projects.
4. Develops policy recommendations based on technical analysis.
5. Prepares complex technical transportation or land use modeling reports, special studies and assessments; prepares statistical information necessary for future transportation or

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land use planning; develops critical correspondence and comprehensive reports in support of transportation planning projects and decisions.

6. Coordinates the selection of consultants, administers agreements and contracts with agencies, and directs and monitors the work of consultants, contracting agencies and other organizations as appropriate.
7. Develops and maintains effective relations with the public. Represents Metro at meetings and provides technical expertise on transportation issues with local jurisdictions and other agencies.
8. Addresses concerns of local jurisdictions related to area. Responds to transportation issues raised by technical and policy advisory committees.
9. Monitors professional staff work and budget expenditures.
10. Evaluates against established goals and timetables and makes recommendations based upon evaluation concerning future plans.
11. Serves as professional consultant to various organizations and communities; may testify as an expert witness.
12. Communicates with media as required and requested by media outreach staff.
13. Briefs elected officials and their staff on policy choices and agenda items.
14. Fulfills Metro's employee values of Public Service, Excellence, Teamwork, Respect, Innovation, and Sustainability. These duties include but are not limited to:
  - a. Maintaining positive relationships;
  - b. Respecting diversity of ideas and perspectives of others;
  - c. Demonstrating sustainable practices;
  - d. Assisting the public, public officials and other employees in a professional and courteous manner;
  - e. Developing safe work habits and contributing to the safety of self and co-workers;
  - f. Contributing to a positive team atmosphere; and
  - g. Having regular and punctual attendance.
15. Performs assigned duties during an emergency situation.
16. Other duties as assigned.

### **JOB SPECIFICATIONS**

*(These are any combination of education and experience that has provided knowledge, skills and abilities to perform the duties of this position. Prior work experience and educational requirements listed are typical ways of obtaining the required qualifications. Other equivalent combinations of education, training and experience will be considered.)*

### **Job Preparation**

#### **Education and Work Experience**

- Master's degree in a quantitative science (mathematics, statistics, econometrics, engineering, computer science, economics, geography, etc.) or planning (with a quantitative emphasis) and
- Five years of experience in transportation modeling or regional science emphasizing real

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estate modeling and/or land use or

- Any combination of education and experience that provides the necessary knowledge, skills and abilities to perform the classification duties and responsibilities

#### **Knowledge, Skills and Abilities:**

1. Transportation or land use research methods and techniques at the advanced level
2. Quantitative analysis and statistics at the advanced level
3. Travel demand models and forecasting techniques
4. Budget issues associated with planning projects and the ability to prepare budget proposals and work scopes for proposed and ongoing planning projects
5. Use computers for 1) word processing and desktop publishing and 2) the creation of summary tables, graphics, charts, and other visual displays
6. Lead, organize, and conduct transportation or land use studies
7. Communicate effectively both orally and in writing
8. Work independently and as part of a team
9. Effectively communicate with elected officials, individuals and groups regarding complex or controversial public policy issues or regulations
10. Establish and maintain effective working relations with public officials, planning staff, the development community and the public
11. Demonstrated ability to function as lead over other professional staff
12. Apply Federal, State, and local laws and regulations and agency policies and procedures for respective field
13. Use discretion with confidential and sensitive matters
14. Fulfill Metro's employee values of Public Service, Excellence, Teamwork, Respect, Innovation, and Sustainability
15. Work in a safe manner and follow Metro safety policies, practices, and procedures
16. Perform all essential duties of the position

#### **Special Requirements**

Successfully pass the background checks and screening requirements of the organization for this particular position.

#### **Tools and Equipment Used**

All standard office equipment, including but not limited to computer and printer, fax machine and copy machine, and computer software including MS based word-processing and spreadsheets.

#### **Supervision and Lead Work**

Supervision is received from a Manager or Director.

As directed by manager, provides lead work, such as assigning and reviewing work,

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training, and leading projects. May oversee the work of consultants and contractors.

#### **Work Environment**

*The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable qualified individuals with disabilities to perform the essential functions.*

Work is performed mostly in an office setting.

*The job classification description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.*