
Job Title: Transportation Data Program Manager

Department: Transportation Research and Education Center (TREC) at Portland State University (PSU)

FTE: 1.0 benefits eligible

Job Type: Fixed Term, Renewable Annually

Institution: Portland State University, Portland, Oregon

Application Deadline: Until position is filled

Position Start Date: Available Immediately

Position Summary

The Portal Program Administrator will work on a variety of transportation data projects that require data synthesis, analysis, presentation and visualization. The Portal Program Administrator will work closely with the Transportation Research and Education Center (TREC), PORTAL (the Portland Region transportation data archive), and bike-ped data to develop requirements and recommendations on improving the usability of the Portland regional transportation, and bicycle and pedestrian data to help meet the needs of transportation agency end-users. The PORTAL transportation data archive contains freeway (speed, count, travel time), arterial (travel time, traffic signal, bicycle count, pedestrian push button), transit, incident, weigh-in-motion and weather data. BikePed Portal is the national archive for bicycle and pedestrian count data.

Primary responsibilities include:

- Transportation performance metrics development. Review, synthesize and analyze transportation data to determine performance, operations, and other transportation metrics from a variety of transportation databases and sources.
- Data visualization. Develop charts, graphs and other interesting ways of visually representing data. Identify trends using transportation data. Work with agency partners to develop a transportation dashboard that offers a snapshot trends, performance, operations and other critical transportation performance measures.
- Reports. Review transportation data gathered. Write narrative reports, and case studies using data, trends, and findings from analyzing transportation data.
- Technical Assistance. Provide training to end users on suite of transportation data portals and other data systems. Confers with partners as information sources for transportation data. Prepares written responses to outside requests for information. Provides technical expertise and specialized information on request to agency partners, media, and other internal and external partners. Prepares and delivers presentations to report findings, trends, or other pertinent information or data.
- Other duties as assigned.

Essential Key Cultural Competencies

- Create an environment that acknowledges, encourages, and celebrates differences.
- Function and communicate effectively and respectfully within the context of varying beliefs, behaviors, orientations, identities, and cultural backgrounds.

-
- Seeks opportunities to gain experience working and collaborating in diverse, multicultural, and inclusive setting with a willingness to change for continual improvement.
 - Adhere to all of PSU's policies including the policies on Prohibited Discrimination & Harassment and the Professional Standards of Conduct.

Required Qualifications

- Bachelor of Arts or Science with a minimum of 3 years of related experience or a Master's degree with 1+ years of related experience.
- Excellent data, analytic and problem solving skills.
- Expertise in MS Word, Excel, and other office programs.
- Experience with forms, databases and web tools.
- Excellent presentation skills.

Preferred Qualifications

- Experience with software development projects.
- Highly developed, effective and positive team-building, interpersonal skills with a wide range of people and organizations.

Compensation

The starting annual salary rate for this position will be between \$58,992 and \$70,800, dependent upon qualifications and experience, with an excellent benefits package including 95% premium paid healthcare; a generous retirement and vacation package; and reduced tuition rates for employee, spouse or dependent at any of the Oregon Public Universities. The end date for this grant-funded position is 6/30/18. The appointment may be renewed subject to continued grant funding.

To Apply

[Apply online](#). Questions? Contact Hau Hagedorn at hagedorn@pdx.edu

About TREC

A thriving campus in the heart of Portland! As Oregon's most affordable public research university, Portland State University offers tremendous opportunity to 27,000 students from all backgrounds. Our mission to "let knowledge serve the city" reflects our dedication to finding innovative, sustainable solutions to local and global problems. Our location in the heart of one of America's most dynamic cities gives our students unmatched access to career connections and an internationally acclaimed culture scene. We are the only Oregon university to offer a four-year degree guarantee.

The Transportation Research and Education Center (TREC) is housed at Portland State University (PSU), and we manage a multitude of programs, grants, and projects – including:

- The National Institute for Transportation and Communities (NITC) is one of five University Transportation Centers (UTC's) funded by the U.S. Department of Transportation's (learn more about the grant here). We pursue our theme – improving mobility of people and goods to build strong communities – through research, education and technology transfer in conjunction with our partner universities: University of Oregon, Oregon Institute of Technology, University of Utah and new partners University of Arizona and University of Texas at Arlington.
- The Initiative for Bicycle and Pedestrian Innovation (IBPI), which shares active transportation insight with professionals and educators through training opportunities, conferences and outreach.
- Transportation-focused education and development opportunities at PSU, such as the weekly Friday Transportation Seminars. As the campus-wide transportation center, TREC helps build the reputation of PSU for transportation that serves livable communities.