

Job title Transport Strategy Officer

Grade 9

Our Vision

A county where big ambitions, great connections and greener living give everyone the opportunity to prosper, be healthy and happy.

Our Outcomes

Everyone in Staffordshire will:

- Have access to more good jobs and share the benefit of economic growth
- Be healthier and more independent for longer
- Feel safer, happier and more supported in their community

Our Values

Our People Strategy sets out what we all need to do to make Staffordshire County Council a great place to work, where people are supported to develop, flourish, and contribute to our ambitious plans. Our values are at the heart of the Strategy to ensure that the focus is on what is important to the organisation and the people it serves:

- Ambitious – We are ambitious for our communities and citizens
- Courageous – We recognise our challenges and are prepared to make courageous decisions
- Empowering – We empower and support our people by giving them the opportunity to do their jobs well.

About the Service

Directorate Purpose and Values

Staffordshire County Council is one of the largest local authorities in the UK with an ambitious vision for Staffordshire and its people. Achievement of that vision will be underpinned by the support of the county council's Economy, Infrastructure and Skills directorate (EIS). The vision for EIS is to help Staffordshire's economy grow, so that everyone has the opportunity of a good

job and good prospects in a beautiful, safe, accessible, vibrant, cultural, prosperous, business friendly and sustainable county.

Service Purpose

The Connectivity Strategy Team develops Staffordshire's transport strategy and policy documents and provides transport planning advice to the Council and other organisations, including local planning authorities. The team takes a lead role in developing transport funding bids and the formulation of the Council's transport capital programme.

Reporting Relationships

Responsible to: Principal Transport Strategy Officer, with additional reporting to Senior Transport Strategy Officers as required to deliver specific projects and work-streams.

Responsible for: Technicians and Support Officers within the Connectivity Strategy Team, as required to deliver specific projects and work-streams

Key Accountabilities

- 1.** Contributing to the development of the Local Transport Plan and transport strategies by overseeing the writing of reports on specific topic areas as required.
- 2.** Providing strategic transport planning advice and support to the Council and other organisations, including local planning authorities in the development of their Local Plans and other planning functions.
- 3.** Managing and overseeing the completion transport projects that contribute to the delivery of the Local Transport Plan, including those supported by external consultants.
- 4.** Overseeing the monitoring and evaluation of transport projects to identify whether outputs and outcomes of transport projects are being achieved.
- 5.** Contribute to the preparation of transport funding bids by overseeing the writing of business cases on topic areas as required.
- 6.** Representing the Council at public meetings and attending meetings of the County Council and other organisations as required.
- 7.** Analysis of transport and GIS data and the preparation of reports including trend analysis and data limitations to inform projects being delivered by the team.

- 8.** Maintaining strong oversight of transport policy at a local, regional and national level to inform the Council's transport policies and strategies.
- 9.** Responding to transport planning related correspondence, in line with the Council's policy position on transport.
- 10.** Liaison with other internal Council officers and other organisations as required for projects being delivered by the team.
- 11.** Undertake such other duties as may be allocated from time to time in accordance with the general nature and grading of the post.

Professional Accountabilities

The post holder is required to contribute to the achievement of the Council objectives through:

Financial Management

Personal accountability for delivering services efficiently, effectively, within budget and to implement any approved savings and investment allocated to the service.

People Management

Engaging with People Management policies and processes

Equalities

Ensuring that all work is completed with a commitment to equality and anti-discriminatory practice, as a minimum to standards required by legislation.

Climate Change

Delivering energy conservation practices in line with the Council's climate change strategy.

Health and Safety

Ensuring a work environment that protects people's health and safety and that promotes welfare, and which is in accordance with the Council's Health & Safety policy.







Safeguarding

Commitment to safeguarding and promoting the welfare of vulnerable groups.

Person Specification

A = Assessed at Application

I = Assessed at Interview

Minimum Criteria for Disability Confident Scheme *	Criteria	Measured by
	Qualifications/Professional membership <ul style="list-style-type: none"> Education to degree standard or substantial experience in a transport planning role 	A
  	Knowledge and Experience <ul style="list-style-type: none"> Experience in the development of transport strategies and policies including the Local Transport Plan Experience in the interpretation/analysis of transport planning and GIS data Understanding of the Local Plan process Understanding of the role of Local Government Experience in working with external bodies e.g. District Councils, key stakeholders and elected Members Experience participating in multi-disciplinary teams Experience in managing projects Knowledge of project management methodologies Demonstrable IT experience and utilizing software packages effectively (i.e Microsoft) 	A/I A/I A/I A/I A/I A/I A/I A/I A/I
 	Skills <ul style="list-style-type: none"> Commitment to the delivery of excellent public services Ability to assimilate, disseminate, communicate and present complex information Ability to think logically and to make rational decisions based on evidence Effective organisational skills with ability to meet deadlines Effective communication and negotiating skills Political awareness Interpersonal skills to be able to manage people and customer relationships and motivate others Commitment to continued professional development 	A/I A/I A/I A/I A/I A/I A/I A/I

	<ul style="list-style-type: none"> A flexible approach, responding to the changing needs of the service 	A/I
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This post is designated a casual car user



If a disabled person meets the criteria indicated by the Disability Confident scheme symbol and provides evidence of this on their application form, they will be guaranteed an interview.

We are proud to display the Disability Confidence Symbol, which is a recognition given by Job centre plus to employers who agree to meet specific requirements regarding the recruitment, employment, retention, and career development of disabled people.

If you need a copy of this information in large print, Braille, another language, on cassette or disc, please ask us by contacting **Shared Services on 01905 947446**