



Job Opportunity  
**PROJECT DIRECTOR**

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A Better City  
Boston, MA  
*June 2019*

### **ORGANIZATIONAL OVERVIEW**

Born out of the need to engage the business community during construction of Boston’s “Big Dig” in the late 1980s, **A Better City** (ABC) has emerged as a diverse group of business leaders united around a common goal—to enhance Boston and the region’s economic health, competitiveness, vibrancy, sustainability and quality of life.

With 130 members from businesses and major institutions across multiple sectors, ABC operates between the private and public sectors leveraging technical expertise and research capabilities to shape key policies, projects and initiatives. By amplifying the voice of the business community through collaboration and consensus across a broad range of stakeholders, ABC develops solutions and influences policy in three critical areas central to the Boston region’s economic competitiveness and growth—transportation and related infrastructure, land use and development, and environment and energy.

In 2015, ABC undertook a strategic planning process designed to build on its successes addressing Big Dig-related transportation and infrastructure issues and to expand its portfolio to support Greater Boston’s economic growth and sustainability. Out of that plan came an ambitious commitment to expand ABC’s focus and to integrate transportation issues with cutting-edge environmental issues related to climate, resiliency and land use, as evidenced by ABC’s leadership on:

- The Go Boston 2030 Transportation Master Plan;
- The A Better City Transportation Management Associations;
- The Green Ribbon Commission’s Commercial Real Estate Working Group;
- The Global Warming Solutions Act Implementation Advisory Committee;
- The Sustainable Buildings Initiative; and
- The Greenway Business Improvement District.

ABC continues to play an active research and advisory role, having prepared highly regarded reports on energy storage opportunities for commercial buildings; the economic benefits of transit investment; the commercial net zero energy building market; and voluntary resilience standards for commercial facilities to name a few.

Located in Boston’s Financial District, ABC has been led by President and CEO Richard Dimino since 1995. He currently oversees a staff of 12 and a budget of \$2 million. Additional information about ABC is available at [www.abettercity.org](http://www.abettercity.org).



## PROJECT DESCRIPTION

In 2018, A Better City published a report entitled, *The Transportation Dividend*, in which we laid out three transit investment strategies for the Metro Boston region in order to achieve sustainable growth:

1. Attack and Eliminate the State of Good Repair Backlog
2. Enhance Core Capacity
3. Invest in Service Enhancements

Through the support of a two year Barr Foundation grant, the goal of this project is to put the substantial research underlying that report into actionable plans that leverage our business membership and relationships and augment the work of our public and non-profit sector colleagues.

ABC is well-positioned to complement and to supplement the work being undertaken by the Commonwealth, including the development of new project management and delivery systems; the advancement of regional rail pilots; and the development of new funding structures to raise revenue and drive behavior change.

## POSITION OVERVIEW

The applicant must present demonstrated experience in research, project management, and consultant contract management with an interest in public policy and transportation planning.

The applicant will manage A Better City's Transportation Dividend Implementation Plan under a two year Barr Foundation grant, a multi-faceted project on a rigorous schedule. The main goals of the implementation plan are to:

- 1) Help build state agency capacity by creating resources to better manage project development and delivery systems;
- 2) Support the evolution of our commuter rail system into a true regional rail system by developing a Regional Rail Pilot Program and best-practices procurement guide; and
- 3) Develop 2-3 transportation pricing models appropriate for the Boston region/Commonwealth focused on market-based pricing tools to influence behavior change, achieve transportation goals, and provide necessary revenue.

The Project Director will create and oversee the work plan, ensuring the grant outputs and outcomes are met; manage a board advisory committee, as well as external consultant relationships and contracts; and gather stakeholder input and devise and complete necessary research. The applicant will represent ABC and its interests at meetings with state and local officials, public sector staff, and other stakeholders in relationship to this work. The Project Director reports to the Director of Transportation.



## POSITION RESPONSIBILITIES

- Assist in the definition of project scope and objectives, involving all relevant stakeholders and ensuring technical feasibility
- Coordinate internal resources and third parties/consultants to ensure that all project outputs are delivered on-time, within scope and within budget
- Develop detailed project plans and tools to monitor and track progress
- Establish and maintain relationships with internal and external stakeholders and consultants
- Research, analyze, and prepare detailed briefing reports and documents to report progress at consistent intervals
- Provide final grant outputs to relevant parties within deadlines
- Direct outreach and plan events related to implementation goals
- Perform other related duties as assigned

## POSITION QUALIFICATIONS

- Bachelor's Degree required. Master's Degree preferred (preferably in public administration, public policy, or transportation/urban planning)
- 3-5 years of relevant experience in the fields of transportation, public policy, and/or sustainability
- Strong analytical and research skills
- Excellent written and verbal communication skills
- Well-organized, efficient, and able to coordinate several on-going projects while meeting budgets and schedule deadlines
- Politically astute
- Strong understanding of and/or experience working with local, state, and/or federal transportation programs and policies with emphasis on transit
- Capable of both independent and collaborative work with varying levels of supervision

## SALARY AND BENEFITS

A Better City offers a competitive salary and a robust benefits package that includes:

- Health insurance (*60% employer paid for individual or family plan*)
- Dental insurance (*60% employer paid for individual or family plan*)
- 401k retirement plan with \$2,500/year employer match
- Employer-paid life insurance, short-term disability and long-term disability insurance
- 15 days/year vacation
- 10 days/year sick leave
- 13 holidays/year
- 2 days/year personal leave

## APPLICATION PROCESS

Interested candidates are invited to apply by sending a resume and cover letter to [Careers@abettercity.org](mailto:Careers@abettercity.org). Your cover letter should detail how your professional experiences and expertise are relevant to this position. Resumes will be reviewed on a rolling basis. Applicants are strongly encouraged to submit their resumes immediately, and no later than **Friday, July 12, 2019**.

*ABC is an equal opportunity employer.*