

# Newcastle City Council

## Job Description



**Division:** Strategic Housing, Planning and Transportation

**Post Title:** Specialist Transport Planner (EE769)

**Evaluation:** 562 Points **Grade: N8**

**Responsible to:** Team Manager

**Responsible for:** N/A

**Job Purpose:** As a member of the team, support the day to day operation of the service in one of the following areas:

1. Transportation Policy
2. Integrated Transport Authority business, policy advice, monitoring and evaluation
3. Transport Development Service

**Main Duties:** The following is typical of the duties the postholder will be expected to perform. It is not necessarily exhaustive and other duties of a similar nature and level may be required from time to time.

1. Work on transportation assessment of development proposals, including negotiation of necessary transportation mitigations.
2. Undertake work on regional and local planning and transportation policy development, guidance preparation and the implementation of projects.
3. Assist in the development of major transportation schemes including development and monitoring of delivery plans
4. Work to deliver statutory plans and contribute to the development of policy, strategies and guidance.
5. Assist in the establishment of work priorities for the team, undertake necessary coaching and mentoring of more junior staff as part of this responsibility as required.
6. Account for, report on and monitor progress on agreed expenditure in respect of allocated projects.
7. Contribute to the development and implementation of transportation strategy input to divisional policies and any corporate programmes as agreed.

8. To promote and implement the Council's Equality Policy in all aspects of employment and service delivery.