



Alliance *for* Community Choice *in* Transportation



Contract Available through ACCT: Project Manager

Contract Period: September 8, 2008 through June 19, 2009

Remuneration: \$2200/month. Hours vary, averaging 25 hrs/wk over the contract period.

Contract Description: 1) Write a "Safe Routes to School Plan" for the City of Charlottesville's eight elementary and middle schools, as detailed in the Virginia Department of Transportation (VDOT) "Safe Routes to School Plan for Charlottesville Schools" grant agreement and grant application. 2) Complete the Discover Transportation Freedom project, as detailed in the Discovering Transportation Freedom project description that was approved by the Blue Moon Fund in January 2008.

Duties:

- Implement the VDOT "Safe Routes to School Plan for Charlottesville Schools" grant. Coordinate this plan with the VDOT "Safe Routes to School Plan for Albemarle County Elementary Schools" that Caroline Heins, acting executive director for ACCT, will be implementing at the same time -- make sure these plans are uniform in their layout and process and follow VDOT's new School Travel Plan guidelines.

In summary, this will include implementing:

- **Safe Routes to School Workshops**, including Walkability/Bikeability Audits and Toolkit Reviews, at each of the eight (8) city schools covered by this grant.
- **Comprehensive Data Collection**, including parent surveys and show-of-hand surveys to identify current transportation habits, vehicle speeds on roads adjacent to the eight (8) schools, accident data around each of the schools, ADT, and student health/weight data (when available).
- **Examination and Cross-Referencing of Existing Plans**, including all adopted neighborhood plans and the Charlottesville Bicycle & Pedestrian Facilities Master Plan.
- **Prioritization of Action Items**. Use the public feedback and data mentioned above to identify and prioritize action items, sorted by the following categories: Education/Encouragement, Enforcement, and Engineering.
- **Development of "Safer Routes to School" Maps**. With the help of local planners and using the feedback collected from

stakeholders through the processes mentioned above, create maps with existing infrastructure, gaps in the infrastructure that should be filled through future infrastructure projects, and priority projects that are most needed to make bicycling and walking to school safer and easier.

- **Public Review of Each Chapter of the Plan.** Provide for public review of the plan on the internet and at each of the schools.
- **Adoption of Each Chapter of the Plan.** Each chapter will comprehensively cover one school. Upon completion, get the plans adopted by the Charlottesville City Council and the Charlottesville City School Board.
  - Coordinate and complete Discover Transportation Freedom events in the remaining City of Charlottesville Neighborhoods (Belmont, Jefferson Park Avenue, Ridge Street, Martha Jefferson, Rose Hill/10th and Page/Star Hill [combined as one neighborhood for the purposes of this program], and Fifeville). This includes:
    - Planning and attending a "transportation social" in each of the above neighborhoods, planning and participating in a bicycle ride from the neighborhood to a nearby destination, and advertising these events through door-to-door canvassing and other means.
  - Coordinate and implement a citywide transportation presentation and workshop in December of 2008. This includes putting together and giving a multi-media presentation on progressive transportation systems and projects around the world and then facilitating and gathering feedback from workshop participants on ideas for improvements to Charlottesville's transportation system.
  - Other general tasks as delineated at the time of hire.

Application Deadline: August 30, 2008

Application Requirements: A cover letter stating your interest in this job and a resume/ CV sent by email to [info@transportationchoice.org](mailto:info@transportationchoice.org).