



Director, Regional Data and Mapping

Definition:

Under the administrative direction of MORPC's Executive Director, the Regional Data & Mapping Director is responsible for administrative and technical projects associated with the Data & Mapping Department. These include initiating and advancing data analytics and visualization processes such as GIS; maintenance and operation of related IT systems and policies; providing support and leadership throughout the agency and to local governments on related initiatives, public policy, and collaborative efforts. The Director establishes budgets and carries out elements of an annual work program. Management staff, as required, report directly to this position.

Examples of Work

- Directs, reviews, monitors and develops staff performance based on the achievement of department and agency outcomes
- Establishes and maintains effective working relationships with MORPC members, federal, state and local officials.
- Consults with citizen groups, city, county, state and federal officials regarding planning, infrastructure, and research activities.
- Establishes and maintains close communication and effective working relationships with Executive Director and department heads.
- Evaluates the effectiveness of programs and projects; drops, adds or revises programs as appropriate.
- Develops department budget semi-annually, projects revenues and expenditures for new and existing programs. Monitors and controls expenditures and takes appropriate steps to reduce costs and obtain additional revenue.
- Attends all meetings of the Commission and appropriate committee meetings to report progress and assist in making decisions and to recommend policies.
- Represents Executive Director and/or the Commission before governmental bodies and other public meetings.
- Actively participates in and coordinates support for MORPC's Regional Data Advisory Committee.
- Attends professional meetings and keeps abreast of current developments in planning field.
- Actively supports MORPC's Affirmative Action Plan, Equal Employment Opportunity Policy, Diversity program, Code of Ethics and other MORPC policies.
- Performs other duties as assigned.

Required Knowledge, Skills and Abilities

Thorough knowledge and functional understanding of the principles and best practices of information management, GIS applications, and related computer systems (hardware/software, network systems and security). Ability to communicate effectively and lead a staff of technical and administrative personnel in program planning, development, and delivery of services. Understanding of current management practices and computer applications. Should have valid driver's license, good driving record and maintain liability insurance coverage as required by MORPC. Should be willing to use personal vehicle with mileage reimbursement or alternative transportation resources to conduct MORPC business. Essential functions include the ability to use telephone, computer and participate in meetings outside the office.

Acceptable Training and Experience

A Bachelor's Degree and eight years (8) experience in geography, planning, data analytics, or information technology is recommended. Or ten years (10) in data administration where six (6) of those years have involved supervision over other professional technicians or planners. A Master's Degree or other advanced degree is preferred and may be substituted for two (2) years of the required non-supervisory experience. Experience in leading technical and or analytics-focused staff in completing projects is strongly preferred.

MORPC is an EOE/AAP employer. Please mail resume to or complete an application at MORPC, Attn: D&M-1-17, 111 Liberty St., Ste 100 Columbus, Ohio 43215, or email resume to submitresume@morpc.org for consideration.

Please no phone calls.

www.morpc.org