



Position Description

Type: Planning and Analysis, Consulting
Location: Philadelphia, Pennsylvania (Center City Philadelphia)
Start Date: Immediately
Title: Planner/Analyst

CHANCE Management Advisors, Inc. is in its 32nd year of providing planning, management, operations, and financial advice to clients in higher education, health care, urban development and real estate, and municipal government. The firm focuses on parking, transportation and access management; but it also works in the areas of travel planning, fleet management, privatization of services, public-private partnerships, land use planning, and financial feasibility analyses.

Located in downtown Philadelphia, the firm works primarily on the East Coast, but has clients nationwide and internationally. Most work is performed in the Philadelphia office, with trips to client locations for interviews, fieldwork, and presentations.

POSITION DESCRIPTION

CMA is considering candidates for the position of Planner, having responsibilities that include the following types of tasks:

- Examine and analyze institutional and municipal master planning documentation with respect to projected changes in land use and population
- Conduct client interviews and review data related to various indicators of parking and transportation demand, such as actual and projected numbers of students, faculty, staff, patients, residents, visitors, riders, etc.
- Perform field data collection of on- and off-street parking activity indicators, collect transportation ridership data, and conduct pedestrian counts
- Gather and interpret data related to parking requirements for assorted land uses, in university, medical and urban environments; compare parking demand versus physical parking supplies, draw conclusions on present and future parking surplus and deficit conditions
- Research municipal zoning codes involving land use planning and parking requirements by type of land use and activity; work with developers on solutions to meet parking needs in urban environments
- Prepare and/or contribute to financial pro-formae, project results of new or existing parking facility operations, to include the documentation and recommendation of parking rates, other revenue sources, capital and operating costs, and debt service requirements according to various operating and funding scenarios;
- Document results of consulting activities (objectives, methods, findings / conclusions, alternatives and recommendations) in written reports of a caliber suitable to high level audiences
- Prepare geographic information system (GIS) maps and databases for parking supply and demand analyses and reports to graphically illustrate parking inventory, activity and occupancy/availability conditions in relation to land uses
- Conduct activity and frequency analyses related to parking transactions and transit vehicle ridership

- Develop recommendations that optimize the use of existing resources; determine the need for additional parking or transit services
- Analyze and recommend improvements to parking and transportation management programs and organizational structures
- Prepare maps, materials and participate in/lead training sessions for data collection staff, and supervise data collection staff in the field
- Author draft and final reports of consulting engagements, including the documentation of financial and/or operational sections of draft reports under the supervision of senior staff
- Updating internal project management and other databases, and participate in company marketing efforts, to include preparation of proposals in response to client RFPs, contributing to the website
- Participate in CMA's marketing activities (author professional articles; deliver presentations; attend regional and national professional meetings)

QUALIFICATIONS

The successful candidate will possess an undergraduate and/or advanced degree in city or regional planning or a closely related field, with a concentration in one of the following areas: community and economic development; land use / environmental planning; public-private development; or urban design. The position relies quite heavily on the individual's written and verbal communication skills, analytical abilities, and the ability to effectively interact with client officials at all levels of the organization. Proficiency in Microsoft Excel, Word and PowerPoint programs is required. Familiarity with MS-Access, Arc GIS and/or comparable database and spatial representation programs is highly desired. Knowledge of Adobe Illustrator, Adobe Dreamweaver or comparable software is a plus. Experience with website programming would be beneficial.

Salary will be based upon the qualifications and experience of the successful applicant.

ADDITIONAL INFORMATION

CMA is a small "boutique" consulting firm with highly desirable clients. A sample is listed below.

Higher Education	Medical	Government
Arizona State University	Children's Hospital of Philadelphia	Baltimore County Revenue Authority
Dartmouth College	Children's National Medical Center	Charleston County (SC)
Drexel University	M.D. Anderson Cancer Center	City of Philadelphia
Duke University	Texas Medical Center	City of Clearwater, FL
Harvard University	University of Alabama-Birmingham	Lower Merion Township
Lafayette College	Medical Center	San Francisco MTA
Lehigh University	University of Oklahoma Health	WMATA
Princeton University	Sciences Center	Washington, DC Department of
Swarthmore College	University of Pennsylvania Health	Transportation
Temple University	System	
The Ohio State University	Wexford Science and Technology	Other
University of Colorado - Boulder		The Carlyle Group
University of Connecticut	International	Foley Hoag
University of Nebraska - Lincoln	The World Bank / Beirut, Lebanon	Liberty Property Trust
University of Texas - Austin	State of Kuwait	Market East Associates
Villanova University	York University, Toronto	Pamlico Capital
Washington University in St. Louis	University of Alberta, Edmonton	PREIT
University of Washington		Washington National Cathedral

INFORMATION

Additional information on the firm may be found at www.chancemanagement.com
Resumes and writing samples should be sent to: info@chancemanagement.com