

Town of Barnstable - Parking Program Manager/Community Transportation Coordinator

Responsible for supervising the Parking Management Program; A working knowledge of parking facilities management and the ability to supervise, train, evaluate, and provide leadership for subordinates is required. The work is performed according to established policies, procedures, contracts, licensing agreements, and ordinances, but requires judgment in interpreting these guidelines and applying them to specific situations. Serves as the coordinating point of contact between the town and other agencies, businesses and community groups relating to parking and other various forms of transportation located within the Town of Barnstable. Works collaboratively with all affected parties in the evaluation, planning, development, management and implementation of issues, programs, and policies related to parking and other various forms of transportation located within the Town of Barnstable. Manages the administration, coordination, scheduling, and planning of Town programs as they relate to parking and event traffic. Bachelors Degree required; Masters Degree preferred. Requires a minimum of more than five years experience in parking facilities operations and enforcing vehicle parking regulations (or a combination of education and/or training and/or experience which provides an equivalent background to perform the work of this class) Knowledge of police practices and procedures. Experience in traffic control procedures and a knowledge of Massachusetts General Laws Chapter 90 section 20A and related sections as they relate to the enforcement of parking regulations. Possession of a valid Massachusetts Motor Vehicle Operator License is required. Working knowledge of law enforcement principles and practices preferred. Knowledge and an understanding of the application of Parking and Traffic Rules and Regulations. Basic knowledge of traffic control measures and techniques; ability to perform duties under adverse environmental conditions. Ability to prepare, complete and maintain a variety of standard reports. The ability to deal with the public and public complaints in a courteous, but firm manner. The ability to communicate effectively both orally and in writing. Must be able to interpret instructions and provide guidance and instructions to others. Good penmanship skills preferred. Ability to make minor mechanical repairs to parking meters. Strong verbal skills. Proficiency in the use of computers including word processing, spreadsheets, and database, social media websites and blogs. \$3,378.32 biweekly + benefits. The Town of Barnstable is an EOE/AA Employer.

Apply online at <https://townofbarnstable.us/> before 3/18/25.