



MARIN COUNTY BICYCLE COALITION

## **POLICY & PLANNING DIRECTOR**

### **About Marin County Bicycle Coalition & Marin County, CA**

Founded in 1998, Marin County Bicycle Coalition's mission is to create a healthy, connected, and sustainable Marin by promoting bicycling for everyday transportation and recreation. Our team works to make bicycling a part of normal, everyday life through education and encouragement, while also advocating for a comprehensive network of safe, convenient, and connected places to ride, both on and off-road.

Known as the birthplace of mountain biking, Marin County offers a vibrant bicycling culture with diverse riding experiences. Marin's stunning landscape is home to over 100,000 acres of public open space and attracts mountain bikers and road cyclists from around the world. As a result, we represent a broad constituency of bicyclists in Marin, working to improve safety and accessibility for everyone who rides, whether on trails, rural roads, or within our 11 cities/towns.

With strong bicycling culture comes a rich tradition in bike advocacy and education. The national Safe Routes to School movement started in Marin and continues today, with our talented instructors teaching over 10,000 children to bike safely each year. MCBC has been instrumental in bringing well over \$170m in funding for bicycle infrastructure to Marin, helping to build an extensive network of multi-use pathways that connect riders of all ages and abilities with town centers, schools, parks, transit, and jobs. MCBC is a highly-respected partner to over 20 government agencies and organizations.

### **About the Position**

The Policy & Planning Director serves on the organization's leadership team and is a key public-facing driver of the organization's success. They oversee MCBC's Road Program and are tasked with identifying and implementing advocacy campaigns that make bicycling safe and convenient for people of all ages and abilities through better infrastructure.

The Policy & Planning Director has three primary responsibilities:

- 1) Promote and advocate for a vision of connected bike routes that are protected or separated from vehicle traffic.
- 2) Represent Marin's bicycling community at the local, regional, and state levels on policy, planning, and funding matters.
- 3) Educate advocates, elected officials, and agency staff on best practices in bikeway design and delivery.

Other responsibilities include:

- Together with the Executive Director, represent the organization to the public, press, and membership, including responding to controversies and political attacks.
- Together with the Communications and Engagement Manager, craft written communications that help demonstrate the importance of our work, often in pursuit of political action and/or fundraising.
- Oversee the development of local (city/town-based) bike advocacy groups.
- Cultivate relationships with elected officials, agency staff, community leaders, and MCBC members.
- Identify and write grant proposals to support advocacy campaigns.
- Assist with fundraising, participating in major donor meetings and building relationships with high-net-worth individuals.

### **Key Aptitudes & Qualifications**

- Have a strong belief in MCBC's mission; must value bicycling and bike-friendly communities
- Be a strategic and political thinker
- Write and speak articulately
- Be diplomatic, but tough, in negotiations
- Be capable of interpreting dense planning and engineering documents, then communicating that information clearly to lay audiences
- Be effective under pressure
- Possess a Bachelor's Degree in a related subject, such as Urban Planning, Political Science, Environmental Studies, etc. (Degree relevance substitutable with related professional experience; Master's Degree preferred)

### **Salary & Benefits**

Salary range is \$65-78k (full-time exempt), depending on experience. Includes excellent benefits package. Employees receive 28 days of paid time off per year, composed of nine holidays, 15 days of flexible paid time off, and the four workdays between Christmas and New Years.

This position does require working some evenings and weekends. MCBC staff is working remotely during the Covid-19 pandemic and will remain highly flexible upon return to normalcy.

### **To Apply**

Please send a resume, cover letter, and writing sample to [jobs@marinbike.org](mailto:jobs@marinbike.org) with the subject line "Policy & Planning Director - [Your Full Name]".

Emails only, no phone calls please.