

Position: Sector Navigator of Advanced Transportation and Logistics

Grade: 33 (Management Salary Schedule)

### **Summary**

The Sector Navigator of Advanced Transportation and Logistics (AT&L) ensures the Workforce and Economic Development Program (WEDP) goals and mission are undertaken and in compliance of SB 1402 legislation.

### **Distinguishing Career Features**

The Sector Navigator reports to the Vice President of Academic Affairs and is responsible for providing statewide leadership, technical support, monitoring, appraisal of services and training performance of the AT&L Deputy Sector Navigators, Statewide Consortia, AT&L Hub for Advanced Transportation and Logistics, collaborative communities and Industry in conjunction with the Workforce and Economic Development Program at the Chancellors Office of the California Community Colleges. The Sector Navigator will also work in cooperation with the State Chancellor's Office and the Workforce and Economic Development Program Advisory Committee, to coordinate resources and assist in providing a system-wide response to economic and workforce development opportunities related to Advanced Transportation and Logistics Technologies throughout the state.

### **Essential Duties and Responsibilities**

- Support the goals and objectives of the SB 1402, California Community College WEDDP providing leadership, and coordination for the operational and strategic activities of the Advanced Transportation & Logistics Leadership grant the AT&L DSN's and Regional Consortias that have chosen AT&L within their regions.
- Explore funding opportunities to expand the Statewide Regional Consortia campus deliverables of services and training / curriculum statewide.
- Establish and maintain effective communication and outreach activities among the Statewide Consortias, AT&L Deputy Sector Navigators, and California Community Colleges.
- Assist AT&L Deputy Sector Navigators with outreach and market of their services and training programs; represent the AT&L to business, industry, and professional organizations, maintain a website for the benefit of collaborative communities and Industry, faculty and staff.
- Develop performance improvement action plans with all Regional Consortia, AT&L Deputy Sector Navigators; to adhere to work plans, budgets, guidelines, and governing statutes, maintain collaboration among colleges, and make recommendations for improvements.
- Assist the Regional Consortias, collaborative communities, and AT&L Deputy Sector Navigators in developing regional and national partnerships and cooperative ventures with businesses, professional organizations, government agencies and/or community based organizations.

- Represent the California Community Colleges and the WEDP as a subject matter expert for Advanced Transportation & Logistics, in regional, state, or national meetings and in outreach to business and industry.
- Provide support and technical expertise to the subcommittees of the State Senate, State Assembly, Economic and Workforce Development Program Advisory Committee and other task forces and work groups.
- Offer professional development activities as related to the AT&L.
- Accurately prepare, maintain and submit all required electronic data and narrative reports quarterly and annually to the State Chancellor's Office.
- Perform additional related duties as assigned by the Chancellor's Office, Dean of the Workforce and Economic Development Program, and the Vice President of Academic Affairs

## **Qualifications**

### **Minimum Qualifications for Education and Experience**

The position requires a Master's degree and a combination of education and experience in a transportation, energy, Logistics technology related field with a minimum of five (5) years transportation, energy, logistics or related management experience.

### **Knowledge and Skills**

This position requires professional knowledge of:

- Advanced transportation and logistics technologies current needs, future trends including political and economic ramifications for the state and nation.
- All the California Community College Workforce and Economic Development Programs.
- Fiscal and programmatic management experience for grant funded projects.
- WED program goals, objectives, procedures and regulations encompassing the AT&L sector
- Legislative processes affecting the WED program.
- State-to-community demographics and economics.

This position requires working knowledge of:

- Advanced Transportation & Logistics industry to include: land, sea, and air.
- Technical aspects of alternative fuel vehicles, renewable alternatives fuels to include Ethanol, Methanol, biodiesel, liquid natural gas, compressed natural gas, and Hydrogen.
- Hybrid technologies including diesel, gas, biodiesel, and electrical/fuel cell vehicle application.
- Renewable energy efficiency and energy production using emerging technologies such as Heavy Wind-Generation, Photovoltaic, Geothermal, and Bio-Energy systems.
- Federal and State regulations and incentives applicable to land, (on and off road) airborne aeronautical applications of advanced transportation systems as it relates to alternative fuel systems, light and heavy rail operations, and marine applications.
- Intelligent Transportation Systems (ITS) and Geographic Information Systems (GIS) technologies.
- Logistics technology related to goods movement.

This position requires demonstrated skill in:

- Acquiring federal, state and /or private financial resources/grants for the AT&L and WEDP. Organizing work and building an effective team to meet the needs of the assigned areas.

- Creating Statewide AT&L and Regional advisory groups to assist in the development of overarching statewide goals and mission that will be embraced by the participants.
- Awareness and sensitivity dealing with racial, ethnic, gender, disabled, economically and culturally diverse factions.

### **Abilities**

This position requires the ability to:

- Plan, direct and control the activities of outsourced professional and technical staff.
- Supervise, train, mentor, monitor and evaluate technical and administrative staff.
- Lead in the development and implementation of WEDP marketing strategies.
- Interpret and apply relevant Federal, State, County, and District rules, regulations, policies, and procedures.
- Direct and manage assignments; prepare narratives and oral presentations; communicate effectively both orally and in writing to diverse groups from the legislative to the State California Community Colleges, community forums, and industry partners.
- Create and maintain cooperative relationships with collaborative communities, local, regional, national employers, agencies and governmental entities.
- Create budgets, maintain reporting systems, and manage financial assets.
- Use of computers, word processing, data bases and electronic communications.
- Assess Industry needs and develop timely deliverable solutions such as curriculum and training programs that meet regional needs.
- Simultaneously manage various projects, tasks, and directives in various states of completion.

### **Physical Abilities**

This position requires the physical ability to:

- Function in an office environment performing work of primarily a sedentary nature with some requirement to move to other locations.
- Travel 40 % or more of the contract time statewide including Regional Consortia, AT&L State and Regional Advisories, outreach, assessment and technical assistance, and as required to represent Community Colleges and the Chancellors Office.
- Hearing and speech to make presentations to groups and carry on conversations over the phone and in person.
- See with sufficient visual acuity to read printed materials and computer screens.
- Use hand/arm/finger dexterity to retrieve work materials and operate standard office equipment.
- Work a flexible schedule which may include evenings, weekends, and split schedules.

### **Licenses and Certificates**

Requires a valid driver's license.

### **Working Conditions**

Work is performed indoors where minimal safety considerations exist.

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