



Associate - Transport Systems

The Organisation

The Institute for Transportation and Development Policy (ITDP) works with cities worldwide to promote transport solutions that reduce traffic congestion, air pollution, and greenhouse emissions while improving urban livability and economic opportunity. ITDP is a not-for-profit organisation with its headquarters in New York City. ITDP works in South Africa, Tanzania, Uganda, Kenya, India, China, Indonesia, Brazil, Mexico, and the United States.

Since 2021, ITDP is represented in India by ITDP Pvt. Ltd. and works with governments, multilateral agencies, and civil society to make visible, on-the-ground improvements by providing technical expertise, policy solutions, research publications, and training programmes.

More information about ITDP's work in India can be found at www.itdp.in

About the Position

We are looking for a candidate with a solid commitment to equity, sustainability, and a passion for improving urban life in India. The candidate will provide in-depth technical support for project planning, project implementation, policy guidance, and capacity building in public transport systems.

They will also develop technical reports, policy drafts, guidelines, and training modules. The ideal candidate has a demonstrated ability to work creatively with a diverse team. The position will also involve engaging with a diverse set of people—civic officials, politicians, civil society agents, media, project consultants, and others—to help build support for sustainable and equitable urban transport.

They will have a chance to hone their technical knowledge and writing skills while gaining exposure to the fields of sustainable transport, city planning, and municipal governance. The position will be based in New Delhi, but they may need to travel to other project cities as and when required. They will report to Deputy Manager. They will work closely with ITDP India's city teams, head office staff, and international experts.

Roles and responsibilities

The Associate's responsibilities will include the following:

Technical Assistance

- Research on various developments in urban transport planning - including bus, rapid transit systems, shared mobility, informal public transport, public bicycle sharing systems and especially electric mobility.
- Assist the team in the preparation of technical documents, including:
 - Terms of Reference documents for the appointment of consultants for operational planning,
 - Analysis of existing policies, regulations and laws,
 - Gap assessment studies,
 - Draft policy briefs.
- Liaise with the government and public transport authorities to strengthen existing public transportation and plan and implement bus rapid transit systems and other bus prioritisation projects.
- Work with the Communications team to create communications materials that build awareness and support for ITDP initiatives.

Engagement with Stakeholders

- Build and nurture relationships with diverse stakeholders, including but not limited to decision-makers, civil society organisations and the private sector for transport systems planning and implementation.
- Work with the state and city government agencies and public transport authorities to collect transport data.

Capacity Development

- Support the team in planning, organising, and conducting workshops for capacity building, focus group discussions, surveys, study tours etc.

Qualification & Experience

- A degree in transportation/urban planning or other relevant fields with at least 1-2 years of relevant professional experience
- Familiarity with transportation planning and prior experience working with urban local bodies and other government institutions
- A sound understanding of electric mobility, public transport operations, fare collection, IT systems, and other relevant areas
- Excellent Excel and GIS software skills are required
- Good English speaking and writing skills
- Ability to work in intercultural teams

Essential Attributes

- Strong commitment to advancing ITDP's mission and to environmental and social justice
- Good research skills
- Good interpersonal skills and ability to work in a fast-paced environment
- Ability to work across multiple projects flexibly, work well under pressure and keep to deadlines
- Availability to frequently travel within India

How to apply

The position requires a commitment of 40 hours per week.

The candidate should submit two written samples of work related to bus-based public transport and a resume to jobs.india@itdp.org.