



# Policy Coordinator

Better Eugene-Springfield Transportation (BEST) is looking for a motivated individual to make a positive impact in our community by coordinating efforts to improve transportation in the greater Eugene-Springfield area.

## Essential Job Functions

The **Policy Coordinator** will work as part of a team to help improve transportation in the greater Eugene-Springfield area:

1. **Better Streets** (i.e., Complete Streets): With funding from an [ODOT Innovative Mobility Program](#) grant, help complete transportation equity needs assessments for three critical corridors:
  - a. **Franklin Boulevard**: Lead an effort with a previously assembled group stakeholders to review the results of an engineering study of the City of Eugene's proposed [Franklin Boulevard Transportation](#) and summarize these results in a report to the community. Also, include in the report a summary of previously gathered feedback on current transportation needs along the corridor. Lead efforts to present this information to the City of Eugene, Lane Transit District, and interested community groups.
  - b. **River Road / Highway 99**: Summarize in a report to the community previously gathered feedback on current transportation needs along these corridors. Lead efforts to present this information to the City of Eugene, Lane Transit District, and interested community groups.
2. **Safe and Active Transportation**: Work for safe and welcoming transportation options for all in the greater Eugene-Springfield area.
  - a. Convene and maintain a [collective impact](#) of non-government and government organizations and individuals.
  - b. Help ensure that diverse community stakeholders of all ages, abilities and background are engaged.
  - c. Help articulate shared goals.
  - d. Help establish a process for measuring progress towards shared goals.
  - e. Foster mutually reinforcing activities to advance shared goals.
  - f. Ensure there is continuous communication (meetings, email updates, etc.) amongst collective impact members.
3. **Other Issues**: Time permitting, seek other opportunities to improve transportation options in the greater Eugene-Springfield area.
4. **Activities, Events & Communications**: Support the BEST Engagement Coordinator in organizing public activities and events and in communicating through various channels to build public understanding of and support for BEST's work.

## Knowledge, Skills and Abilities

### *Knowledge*

- Some experience with transportation planning
- Major in planning, environmental studies, political science, or equivalent desired
- Graduate degree preferred, bachelor's degree required

### *Skills*

- Making and carrying out work plans to achieve desired results
- Good communication skills, especially to coordinate working groups
- Research and analysis
- Writing memos and reports
- Public speaking, occasionally

### *Abilities*

- Self-starter comfortable working independently and as part of a team
- Learn by doing with mentoring
- Positive attitude and commitment to making positive change
- Open to all points of view

## Work Schedule & Conditions

- Starting as early as July 1, 2026
- 40 hours/week with a flexible schedule and occasional evening and weekend work
- Telecommute with occasional in-person meetings and rare travel within Oregon

## Benefits

- \$4,000+ per month, commensurate with experience
- Four weeks of flexible holidays, vacations, or personal time
- Option to participate in the OregonSaves retirement program
- No health benefits currently
- Opportunities to grow into greater responsibility

## About BEST

[BEST](#) is a 501(c)(3) nonprofit building a successful community by bringing people together to promote transportation options, safe streets, and walkable neighborhoods. BEST has a small and nimble team that has each other's backs. Currently, this includes an Executive Director, an Engagement Coordinator, and often student interns from the University of Oregon to help with specific efforts. See [media coverage](#).

## To Apply

Send a cover letter and résumé to Executive Director Rob Zako <[rob@best-oregon.org](mailto:rob@best-oregon.org)> by Friday, June 5, 2026.