

Job Description: Transportation Director

Big Sky Transportation District (BSTD)

Position: Transportation Coordinator

Reports to: BSTD Board of Directors

Salary Range: \$100,000–\$125,000, depending on experience

Status: Full-time, exempt

Position Summary

The Transportation Director serves as Big Sky Transportation District's (BSTD) lead professional for transportation planning, infrastructure coordination, and interagency collaboration. This position addresses a critical gap in Big Sky's governance structure: as an unincorporated community, Big Sky lacks dedicated staff focused on roads, streets, bridges, sidewalks, pathways, trails, active transportation infrastructure, and long-term transportation planning. The Transportation Director will fill that role, working across jurisdictions and agencies to advance transportation priorities for the Big Sky area.

Key Responsibilities

Interagency Coordination

- Serve as the primary liaison between BSTD, Gallatin and Madison County, Montana Department of Transportation (MDT), and neighboring jurisdictions on transportation matters
- Lead or participate in technical advisory committees and working groups
- Coordinate project planning, design, and delivery among multiple agencies
- Build relationships with state and federal partners to advance regional priorities

Infrastructure Planning and Project Development

- Guide planning and development of road, street, and bridge projects
- Coordinate planning, design, and construction of sidewalks, pathways, and trails
- Coordinate with MDT on state highway projects affecting the Big Sky area
- Support evaluation and prioritization of projects for inclusion in the State Transportation Improvement Program (STIP)
- Oversee corridor studies, preliminary engineering, and environmental work as needed

Active Transportation Infrastructure

- Lead planning and coordination of infrastructure supporting walking, biking, and other non-motorized transportation modes
- Coordinate development of bike lanes, shared-use paths, crosswalks, pedestrian signals, bike parking, and related facilities
- Promote safe and accessible connections between residential areas, commercial centers, resorts, and recreational destinations
- Integrate active transportation into roadway design and capital projects
- Lead coordination of pathway and trail networks connecting Big Sky destinations
- Work with landowners, developers, resort operators, and public agencies to advance connectivity
- Integrate pedestrian and non-motorized infrastructure into broader transportation planning
- Identify funding sources and partnerships for pathway and trail projects

Grant Management

- Identify and pursue federal, state, and private funding opportunities
- Manage awarded grants, including compliance, reporting, and deliverable tracking
- Coordinate with funding agencies and BSTD's fiscal staff to ensure proper administration

Long-Range Planning

- Lead updates to transportation master plans and integrated transportation plans

- Establish and monitor performance metrics
- Provide data-driven recommendations to the Board on transportation investments
- Evaluate governance models (e.g., Regional Transportation Planning Organization, Regional Transportation Authority) and dedicated funding mechanisms

Coordination with Related Programs

- Provide support to wildlife crossing initiatives as they intersect with transportation infrastructure
- Coordinate with transportation demand management efforts in the region

Other work as Directed

Qualifications

Required

- Bachelor's degree in transportation planning, civil engineering, public administration, or a related field
- Minimum five years of progressively responsible experience in transportation planning, project management, or infrastructure coordination
- Demonstrated experience working with multiple government agencies and stakeholders
- Strong written and verbal communication skills
- Familiarity with federal and state transportation funding programs

Preferred

- Master's degree in a related field
- Experience in rural or resort community transportation planning
- Knowledge of Montana transportation agencies, regulations, and funding mechanisms
- Experience with active transportation, pedestrian, pathway, or trail planning and development
- Professional certification (AICP, P.E., or equivalent)

Working Conditions

This position is based in Big Sky, Montana. Some travel within the region and to Helena or other locations for meetings with state and federal partners is expected. Occasional evening meetings with the Board of Directors or public bodies may be required.

To Apply

Submit a cover letter, resume, and three (3) professional references to:

Darren R Brugmann
Executive Director
Big Sky Transportation District
dbrugmann@bigskytd.com

and/or Mail:

PO Box 161104
Big Sky, MT 59716

Position open until filled