

Harbor Planning and Research Director Task List (9234)

1. Plans, develops, and maintains long-range plans and programs for Harbor Department land and water use, and development of commercial enterprises.
2. Coordinates long-range strategic planning with short term engineering and environmental plans.
3. Conducts research in connection with the above plans and programs.
4. Determines the need for, and feasibility of using outside consultants and monitors their contracts.
5. Evaluates reports of findings and conclusions made by consultants and recommends appropriate implementation.
6. Conducts follow-up investigations to see that recommendations are being implemented.
7. Analyzes and determines market potentials in future waterborne cargo flows by commodity groups, origin, destination points, type of movement, and types of marine transport used.
8. Undertakes cargo forecast projection and determines appropriate Port land and facility requirements.
9. Compares and analyzes facilities available at other ports to determine potential needs for similar or different facilities at Port of Los Angeles.
10. Confers with officials of other ports to coordinate inter-port planning.
11. Represents the Department at committee meetings, in dealing with other City departments, and governmental agencies and at outside meetings, conferences, and conventions.
12. Supervises the Planning staff in performing studies and preparing recommendations to Harbor Management.
13. Applies Equal Employment Opportunity policies and principles such as; listens to employee grievances and disputes to identify a fair solution based on facts; counsels employees regarding problems such as rule infractions or inappropriate conduct; and/or disciplines employees following departmental progressive disciplinary procedures in order to perform personnel policy functions.

14. Ensures Port development activities are consistent with applicable comprehensive plans including the Port Master Plan.
15. Develops plans and programs and makes policy recommendations for site selection for hazardous port facilities.
16. Analyzes the socioeconomic impact of port projects and operations using resources such as Implan and RIMS II.
17. Determines need for and requests issuance of coastal development permits.
18. Develops and implements economic development strategy of the Port, including commercial development and workforce development activities.
19. Assesses the competitive position of the Port and potential threats from development plans of competing ports by analyzing market data.
20. Assists in the development of department performance metrics and makes recommendations for strategic plans based on those metrics.