

## **Community Transportation Planning Supervisor**

### **TDOT Planning Supervisor – 4 Positions**

The Long Range Planning Division Community Transportation Planning Supervisor will assist in the Division's development and implementation of strategies that coordinate the State's land management and transportation infrastructure needs.

Supervises a unit responsible for transportation planning duties in the Office of Community Transportation (OCT). May be assigned to work in any area of transportation planning and may participate in the varied development, monitoring, and coordination of transportation planning projects. Assists in the development of guidelines for coordination of land use and transportation decisions between state and local entities.

Assists in the development of rural regional transportation plans, corridor management agreements, and various transportation plans. Provides technical assistance to local community partners, Metropolitan Planning Organizations and Rural Planning and Consultation Organizations. Participates in regular collaborative opportunities with metropolitan transportation planning organizations, rural transportation consultation organizations, cities, and counties.

Supervises traffic data collection and systems planning efforts within the region. Reviews new and established federal, state, and local plans and policies and makes recommendations for implementation.

Develops annual transportation goals and sets and/or revises performance standards to measure success of the regional office. Supervises, directs, and evaluates assigned staff, processing employee concerns and problems, directing work, counseling, disciplining, and completing employee performance reviews. Fosters a working environment in which teamwork and excellence is promoted, expected and is routinely provided.

Develops and implements long and short term plans, goals, and objectives for the office; evaluates efficiency and effectiveness of office operations, methods and use of resources; implements improvements as needed.

Maintains a comprehensive, current knowledge of applicable policies, procedures, programs, codes, regulations and standards; conducts research and maintains an awareness of new issues, methods, equipment, trends and advances in the profession; reads professional literature to stay up to date with best practices; maintains professional affiliations; participates in continuing education activities; attends meetings, conferences, workshops and training sessions as appropriate.

Attends meetings, serves on committees, and makes presentations as needed; participates on review committees, policy committees, or other committees; represents the department at public meetings and statewide events.

One supervisor position is open in each of TDOT's four regions. Office locations include Chattanooga, Knoxville, Memphis, and Nashville. These positions will require occasional statewide travel.