

Policy Planning Specialist

TDOT Planning Specialist –

The TDOT Long Range Planning Division is seeking qualified professionals with a transportation planning background and a strong interest in policy initiatives to complement TDOT's strategic direction in order to further the department's stated goals and values. The policy planner specialists serve as team members assisting in the development and implementation of policy initiatives of the Long Range Planning Division.

Policy Planning duties include:

- Preparing written summaries of analysis and research for use at meetings and in reports.
- Developing maps, graphics, and illustrations for presentations and reports.
- Assisting with the processing and analyzing of demographic data and other data as necessary
- Facilitating and supporting statewide committees and other stakeholder meetings.

These positions assist and participate in regular collaborative planning opportunities with the private sector, metropolitan planning organizations, cities, counties, and other state agencies.

Qualifications for this position include:

- Strong interest in environmental, air quality planning, freight planning, regional planning activities and transportation policies.
- Ability to work independently and in a team environment.
- Strong computer skills in areas such as ArcGIS software, data analysis, spreadsheet software, and word processing software.

Community Transportation Planning Specialist

TDOT Planning Specialist – 4 Positions

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

Works in 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.

Reviews new and established federal, state, and local plans and policies and makes recommendations for implementation. 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 planning specialist position is open in each of the following office locations: Chattanooga, Knoxville, Memphis, and Nashville. These positions will require occasional statewide travel.

Qualifications for this position include:

- Strong interest in transportation, land use, community and regional planning activities, and transportation policies.
- Ability to work independently and in a team environment.
- Strong computer skills in areas such as ArcGIS software, data analysis, spreadsheet software, and word processing software.

Research Planning Specialist

TDOT Planning Specialist – 1 Position

The TDOT Long Range Planning Division is seeking qualified professional with a transportation planning background and a strong interest in research initiatives to complement TDOT's strategic direction in order to further the department's stated goals and values. The research planner specialist serves as a team member assisting in the development and implementation of research initiatives of the Long Range Planning Division.

Research Planning duties include:

- Assisting with the processing and analyzing of demographic data and other data as necessary.
- Developing maps, graphics, and illustrations for presentations and reports.
- Preparing written summaries of analysis and research for use at meetings and in reports.
- Facilitating and supporting statewide committees and other stakeholder meetings.

These positions assist and participate in regular collaborative planning opportunities with the private sector, metropolitan planning organizations, cities, counties, and other state agencies.

Qualifications for this position include:

- Strong interest in transportation research and policies.
- Ability to work independently and in a team environment.
- Strong computer skills in areas such as ArcGIS software, data analysis, spreadsheet software, and word processing software.