

Who we are:

Transportation is so basic that many of us overlook its overwhelming importance in our daily lives. Practically everything used in our homes, offices, or schools across Tennessee – from furniture to food items to clothing – requires a large and complex transportation network. The Tennessee Department of Transportation provides citizens of Tennessee and travelers with one of the best transportation systems in the country. TDOT is a multimodal agency with responsibilities in building and maintaining roads, aviation, public transit, waterways, railroads, cycling and walking. Our involvement ranges from airport improvements to funding transit buses to planning for river ports. The Department of Transportation has approximately 3,500 employees with four statewide region facilities in Knoxville, Chattanooga, Nashville, and Jackson.



Active Transportation Technical Specialist

Local Programs and Community Investments Division – Community Investments,
Active Transportation
\$61,200 - \$70,680 annually

Job Overview

The Active Transportation Technical Specialist will support the administration and advancement of active transportation programs, policies, and projects that improve walking, bicycling, and personal mobility across Tennessee. This position will collaborate with internal and external partners to promote mobility, connectivity, accessibility, and safety for all roadway users.

The Technical Specialist will assist in implementing statewide programs such as the Multimodal Access Grant Program, the Pedestrian Road Safety Initiative (PRSI), the Transportation Alternatives Program (TAP), and the Active Transportation Plan. This role will also contribute to project delivery efforts by providing coordination and technical assistance during planning, development, and construction phases of multimodal infrastructure projects.

Working closely with other TDOT Divisions, Regions, consultants, and local partners, the Active Transportation Technical Specialist will support the delivery of high-quality transportation projects that align with state and federal requirements, TDOT policies, and industry best practices.

Essential Job Duties of the TDOT Technical Specialist I, II, and III include:

Assist in the implementation and ongoing coordination of active transportation programs, including updating project tracking systems, reviewing applications, and developing reports.

Support the development and refinement of the Statewide Active Transportation Plan and the Vulnerable Road User (VRU) Safety Assessment through data collection, stakeholder engagement, and action item follow-through.

Provide technical support to internal and external stakeholders on active transportation concepts, designs, and integration, including multimodal access, complete streets principles, and ADA compliance.

Participate in project development activities alongside Project Teams, including reviewing multimodal elements in project plans, assessing feasibility of pedestrian

and bicycle accommodations, and participating in field visits.

Assist with the development and delivery of training materials and presentations on active transportation topics for TDOT staff, consultants, local agencies, and external partners.

Support the quality assurance and performance evaluation of active transportation projects, ensuring alignment with federal and state guidelines and TDOT's performance goals.

Stay informed on national best practices, emerging technologies, and industry trends related to active transportation and provide recommendations for program or policy updates.

Additional Job Duties for the TDOT Technical Specialist II and III include:

Assist with design standards, State of Tennessee laws, and federal regulations applicable to the development and maintenance of the transportation system. Assist with the development, implementation, and maintaining of statewide policies, procedures, and direction while considering input from federal agencies, state agencies, TDOT Regions and Divisions, and local governments.

Assist in the engineering review, comments and revisions of construction plans for projects with TDOT active transportation inclusion.

Serve as a liaison between TDOT and local communities, ensuring early and effective coordination on active transportation initiatives and local infrastructure projects.

Additional Job Duties for the TDOT Technical Specialist III include:

Coordinate with the Senior Technical Specialist in providing assistance working with local governments on state and federal aid projects to ensure multimodal access is considered, including project initiation, contract administration, project closeout and ensure compliance with federal and state requirements.

Assist in mentoring staff and perform quality control of the work of other employees.

Ensure all data-related activities and critical documents are saved and follow a consistent set of rules and procedures statewide and are in alignment with TDOT performance objectives.

Qualifications

TDOT Technical Specialist I

- Bachelor's Degree

TDOT Technical Specialist II

- Bachelor's Degree
- 1 year of demonstrated competency in project delivery, transportation funding, project or program management, public or business administration, accounting, finance, economics, transportation planning or engineering, environmental science, or a related field.

TDOT Technical Specialist III

- Bachelor's Degree
- 2 years of demonstrated competency project delivery, transportation funding, project or program management, public or business administration, accounting, finance, economics, transportation planning or engineering, environmental science, or a related field.

The Tennessee Department of Transportation reserves the sole right in determining the level of position based on the applicant's work experience, education, skill level, and all other appropriate factors, including business needs. Within 6 months of hire, employees must demonstrate successful mastery of corresponding work competencies and skill blocks of the Technical Specialist Competency Program for the level of worker for which they were hired. If skills and competencies are not met during that period, the employee can be demoted to the level of worker for which he/she is qualified.

Ideal Candidate

This position is a career path series within TDOT. The ideal Active Transportation Technical Specialist I, II or III is passionate about advancing safe and inclusive transportation options for all users. They are detail-oriented, organized, and a collaborative team member who brings technical expertise and enthusiasm to every assignment. This individual communicates effectively, is committed to public service, and supports the Division's goals through strong follow-through, innovation, and partnership.