

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.



TDOT Bureau Chief

Communications and Legislative Affairs

Nashville, TN

Annual Salary: \$205,000

Job Overview

Reporting to the Transportation Commissioner, this senior leadership role directs a bureau responsible for integrated communications, marketing, and legislative strategy in support of TDOT's statewide mission. The Bureau Chief collaborates with executive leadership to align internal messaging, elevate public engagement, manage media relations, and advance legislative priorities.

Essential Job Responsibilities

- Lead strategic direction, operations, and annual budget for Communications and Legislative Affairs, ensuring alignment with TDOT's mission and measurable outcomes.
- Oversee department-wide internal communications to inform and engage employees.
- Serve as TDOT's primary liaison to state and federal legislators, with an in-depth understanding of the legislative process to convey and advocate for Department initiatives.
- Develop and execute proactive marketing, brand management, and public engagement strategies, including digital and social media campaigns.
- Represents the department as the primary spokesperson.
- Lead crisis communication planning and response, ensuring timely, accurate, and composed messaging during high-stakes events.
- Translate complex policies and technical issues into accessible content for diverse audiences.
- Provide editorial oversight for executive communications, speeches, and public-facing materials.
- Utilize stakeholder engagement tools, CRM systems, and content platforms to support outreach and feedback loops.



Qualifications

- Bachelor's degree in Communications, Public Relations, Political Science, or related field.
- Minimum of 10 years of government or corporate communication experience preferred with additional experience in public relations and government affairs, to include 5 years in a senior leadership role and 2 years supervising professional staff.
- Strong written and verbal communication skills, including public speaking, and media relations.
- Experience with public involvement in NEPA processes and on camera video production is preferred.

Working Conditions

- Primarily office-based with regular travel for stakeholder engagement.
- May require extended hours during legislative sessions or crisis events.

Ideal Candidate

The ideal candidate is a seasoned leader with a calm, strategic presence during high-pressure situations. They are skilled in mentoring teams, navigating legislative dynamics, and crafting compelling, audience-specific messaging. Experience with NEPA-related public engagement and a deep understanding of stakeholder communication are highly valued.

Compensation and Benefits

Online resources for the State of Tennessee benefits can be found at:

<https://www.tn.gov/partnersforhealth/publications/publications.html>

<https://www.tn.gov/hr/employees1/benefits.html>

<https://treasury.tn.gov/Retirement/Retire-Ready-Tennessee/for-State-Employees>

Application for the TDOT Bureau Chief of Communications and Legislative Affairs requires completion and submission of the following two items:

1. Letter explaining applicant interest in the position.
2. Résumé that is a maximum of two (2) pages.

The two items should be sent to tdotcareers@tn.gov by Friday, August 12, 2025.