

## 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 Aeronautics is located near the John C. Tune Airport in Nashville, TN.



### Historic Preservation Senior Technical Specialist

Environmental Division - Technical Studies Section, Cultural Resources

\$75,204 Annually

#### **Job Overview**

The Historic Preservation Senior Technical Specialist will work independently and in a team setting, providing support and expertise to the Cultural Resources Unit, Technical Studies Section, Project Teams, and the Department. This position will assist the Cultural Resources Team Lead by providing the Project Teams with technically sound and timely historic preservation information and deliverables while ensuring compliance with Federal and State requirements pertaining to identification, classification, assessment, documentation, and interagency consultation of historic properties for TDOT projects. This position will apply Quality Assurance/Quality Control processes for cultural resources-related products, implement best practices, and mentor and train the team's Historic Preservation Technical Specialist. This position will effectively coordinate with other Sections within the Department in developing cultural studies documents. This position will assist the Cultural Resources Team Lead and Statewide Technical Specialist with the planning and implementation of the Technical Studies Section performance metrics/plans, schedules and budgets, development of various technical reports, and assurance of continuity and consistency.

The Historic Preservation Senior Technical Specialist role requires collaboration with TDOT Divisions, Project Teams, consultants, contractors, and external stakeholders. This position must effectively articulate technical concepts as part of a matrix organization and through training and mentoring. The Historic Preservation Senior Technical Specialist will assist with ensuring all Cultural Resources Section deliverables are applicable and readily accessible to assist with timely, accurate, and efficient decision-making. This position requires critical thinking with a focus on problem-solving to make well-informed decisions that increase the safety, performance, sustainability, and efficient delivery of TDOT's transportation system.

#### **Essential Job Responsibilities**

Assist with ensuring TDOT compliance with the National Historic Preservation Act of 1966, Section 4(f) of the Department of Transportation Act and all other relevant state and federal laws and regulations governing historic preservation resources.

Review applicable TDOT projects to identify and assess effects to historic buildings, structures, districts, or other places that are listed or eligible for listing on the National Register of Historic Places. Assist in developing avoidance, minimization, or mitigation of adverse effects measures to identified historic preservation resources within a project's Area of Potential Effect (APE).

Consult with the State Historic Preservation Officer (SHPO), the Advisory Council on Historic Preservation (ACHP), local governments, and with federally recognized Native

American Tribes with an interest in Tennessee. Provide documentation of cultural studies to the Federal Highway Administration (FHWA), the Advisory Council on Historic Preservation (ACHP), the State Historic Preservation Office (SHPO), Section 106 consulting parties, local governments, and the public at-large consistent with the Project Delivery Network (PDN).

As assigned, participate in Project Teams as part of a matrix organization consistent with the Project Delivery Network (PDN), delivering all products and services as required and providing input at all applicable project milestones, including Project Kickoff, Risk Workshops, Project Scoping Meetings, Field Reviews, and Plans, Specifications, and Estimates (PS&E) Meetings.

Assist the Project Teams by providing expertise for avoidance, minimization, or mitigation of adverse effects measures to identified historic resources, as applicable.

Remain current with applicable State and Federal Regulations that impact the deliverables developed by the Cultural Resources Unit. Provide mentoring to TDOT staff, consultants, and local agencies with respect to the Cultural Resources Unit.

Provide workload information to assist with the development of consultant acquisition plans and assist in the oversight of external partners by serving on selection committees for cultural resources services, including assisting with scope of work development, attending project-specific marketing meetings, assisting with determining scoring criteria, assisting with project information sessions, when applicable, serving as a scorer as part of the consultant acquisition process, and attending de-briefs for consultants where usable feedback must be provided.

Provide exceptional customer service to both internal and external customers by exercising effective listening skills, providing prompt responses, maintaining complete and accurate documentation, and communicating effectively. Ensure successful strategic partnerships with Federal Highway Administration (FHWA) and local agencies to effectively implement TDOT's vision statewide.

Assist in ensuring Cultural Resources deliverables are consistent, predictable, and repeatable to provide for high levels of achievement, mitigation of risk, and an established track record of success.

### **Qualifications**

- Bachelor's degree in historic preservation, history, anthropology, or a related field.
- 3 years of demonstrated competency in a cultural resources related field.
- The candidate must also possess the needed education and experience to meet the Secretary of the Interior's Professional Qualification Standards for History: Professional Qualifications Standards (U.S. National Park Service) (nps.gov)
  - 2 years of full-time experience in research, writing, teaching, interpretation, or other demonstrable professional activity with an academic institution, historic organization or agency, museum, or other professional institution;
  - OR
  - Substantial contribution through research and publication to the body of scholarly knowledge in the field of history.

OR

- Master's degree in historic preservation, history, anthropology, or a related field.
- 2 years of demonstrated competency in a cultural resources related field.

**Ideal Candidate**

The Historic Preservation Senior Technical Specialist is an essential member of the TDOT team who is a great collaborator, fostering effective communication and collective expertise to achieve goals. They understand the importance of teamwork and are dedicated to working in a team while also maintaining good coordination and cooperation with stakeholders. The Historic Preservation Senior Technical Specialist is highly organized and ensures that all information is handled efficiently, promoting efficient workflows, eliminating redundancies, and ensuring the Cultural Resources program's success. They are also excellent problem solvers and can identify and resolve issues quickly and efficiently.