

## Who we are:

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 close to 4,000 employees statewide with regional facilities in Knoxville, Chattanooga, Nashville and Jackson. TDOT's headquarters is located in downtown Nashville.

## What the Division does:

The Long Range Planning Division is responsible for the planning, development and management of statewide transportation studies and planning tools that help guide the policies and programs of TDOT and its various divisions.

## For more information on this division, please see link below:

<https://www.tn.gov/tdot/long-range-planning-home.html>



### TDOT Intern

#### Long Range Planning Division

Office of Community Transportation

Location: Chattanooga, TN

Compensation: \$18.00/hourly

### Overview

The Tennessee Department of Transportation is currently hiring a student intern for the Office of Community Transportation, located in Chattanooga, TN. This intern will provide a variety of opportunities to become actively involved in state transportation planning. The intern will work with the Chattanooga Office of Community Transportation on tasks related to regional and community planning. Projects expected this summer include: 1) County Resurfacing Priority Tool: Assist in data collection and analysis related to the condition of locally managed roads. Assist in writing report to be provided to local government. 2) Transportation Planning Grants: Assist in administering OCT's flagship grant program and the Transportation Planning Grant. Additional tasks include participating in stakeholder meetings in urban and rural communities, reviewing draft reports, and researching relevant TDOT practices. 3) Outreach: Assist in maintaining database of local contacts across the state.

### Responsibilities

- A primary goal of the internship will be to aid in learning related to transportation planning at the local, state, and federal level.
- The intern will be invited to attend applicable meetings, including OCT staff meetings, MPO and RPO Meetings, meetings with other TDOT divisions, and outreach with local communities.
- Provide support to the Office of Community Transportation staff, while focusing on Region 2.
- Assist in grant facilitation for various planning projects, including collecting and preparing data, attending in-person and virtual community meetings, and reviewing planning reports.
- Support outreach and community engagement in rural and urban communities in Southeast Tennessee.
- Review documents, including planning projects, office processes and procedures, and other research reports.

### Qualifications

- Planning, Public Policy, Public Administration, Geography, Urban Studies, or Environmental Studies major required.
- Junior, or Senior Class Status required as of May 2022 OR Recent graduate as of Spring 2021.
- Legally authorized to work in the U.S.
- Experience or interest in Transportation Planning and Policy preferred.

To be considered for this position, please apply via [SurveyMonkey](#).

**Please attach a two (2) page maximum résumé and a transcript to your application.**

**Applicants will be required to provide an academic portfolio showcasing academic achievements, experience, and knowledge.**

*Pursuant to the State of Tennessee's Workplace Discrimination and Harassment policy, the State is firmly committed to the principle of fair and equal employment opportunities for its citizens and strives to protect the rights and opportunities of all people to seek, obtain, and hold employment without being subjected to illegal discrimination and harassment in the workplace. It is the State's policy to provide an environment free of discrimination and harassment of an individual because of that person's race, color, national origin, age (40 and over), sex, pregnancy, religion, creed, disability, veteran's status or any other category protected by state and/or federal civil rights laws.*