

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.



Forecasting Team Lead

Planning Division – Forecasting and Data Visualization Section
Nashville, TN
\$103,848 annually

Job Overview

The Forecasting Team Lead will lead, mentor, and train the Forecasting Team through empowerment, communication, and delegated authority. This position will develop work plans that align with TDOT's strategic vision and will effectively delegate authority and responsibility while ensuring the availability of resources for the Forecasting Team to be successful.

The Forecasting Team Lead will lead the development and implementation of departmental policies, discipline-specific technical guidance, procedures, and manuals related to travel demand modeling and traffic forecasting for incorporation into TDOT's programs and projects. This position will ensure the implementation of the quality assurance program to achieve program efficiency and effectiveness. The Forecasting Team Lead will supervise technical staff and implement performance plans, schedules, and budgets, ensuring each team member's expected outcomes, performance, and accountability. The Forecasting Team Lead will research national best practices to drive innovation and efficiency within the Forecasting Team.

Essential Job Responsibilities

Manage resources and staff utilization and assist the Forecasting Team to perform their roles effectively and efficiently, optimizing the Team's ability to successfully perform travel demand and traffic forecasting processes.

Lead the Forecasting Team in the development, maintenance, and application of the Tennessee Statewide Travel Demand Model (TSM) to accomplish and support transportation planning activities including evaluating state and regional level impacts of policy decisions on the transportation system and to prioritize projects and programs. Provide project-specific current and future traffic volumes, levels of service, capacity analysis, travel time data, and other traffic data to TDOT Divisions and Regions for use in preparing environmental documents, conceptual designs, geometric designs, pavement designs, and other required traffic analysis and design processes.

Lead the Forecasting Team in providing technical support to the Metropolitan Planning Organizations (MPO) and Rural Planning Organizations (RPO) to assist them in developing travel demand models and as requested, develop travel demand models for MPOs as part of the TN-Town Program which allows MPO travel demand models to work seamlessly with the TSM. Develop and maintain the Department's mobile

emissions model (currently MOVES4). Acquire traffic data and provide the data to the MPOs and TDOT Divisions. Produce technical reports and applications using travel behavior data.

Manage external partners including developing and advising on contract scopes of work, negotiating contracts, reviewing invoices, managing contract tasks, and completing consultant grading.

Lead the Forecasting Team in providing exceptional customer service to internal and external customers, exercising effective listening skills, providing prompt responses, maintaining complete and accurate documentation, and communicating effectively.

Establish and ensure there is a direct relationship between quality and work outcomes by developing and implementing quality control and quality assurance processes for the Forecasting Team with respect to travel demand modeling and forecasting and traffic analytics activities.

Assist with managing the policy direction for the Forecasting Team as part of a matrix structure, creating policies, procedures, guidelines, and performance metrics that support adherence to federal and state requirements, include best practices, and improve travel demand modeling and traffic forecasting processes. Assist with the financial performance of the Forecasting Team in alignment with TDOT financial processes to ensure transparency and accountability.

Manage change and conflict, clarify the vision, take ownership of the change, communicate effectively, remain transparent, lead by example, and hold yourself and others accountable throughout the process.

Ensure the Forecasting Team remains current on national best practices as it relates to travel demand modeling and traffic forecasting processes and procedures; incorporate research, evaluations and implementation of emerging processes and technologies into the Forecasting Team's responsibilities that will improve efficiency, resiliency, effectiveness, reliability, sustainability, and the safety of Tennessee's transportation network; integrate federal and state requirements into TDOT's guidance documents, processes, and procedures. Participate in peer exchanges with State and local governments and applicable industry partners for key insights and collaboration.

Provide oversight in the development of the Forecasting Team deliverables, and ensure they are consistent, predictable, and repeatable to provide consistently high levels of achievement, mitigation of risk, production of annual reports as required, and an established track record of success.

Qualifications

- Bachelor's degree
- 5 years of demonstrated competency in State and Regional Transportation Planning, Geographic Information Systems, Statistics or Mathematics, Data or Computer Science, or a related field.

Ideal Candidate

The Forecasting Team Lead is a highly skilled professional with expertise in developing, managing, and overseeing innovative planning data and analytics programs. They exhibit strong communication, leadership, and team management skills and work effectively with stakeholders at all levels. In this role, they provide strategic guidance on best practices and ensure compliance with state and federal requirements while fostering a culture of innovation within the team. The Forecasting Team Lead is essential in identifying opportunities to address challenges and drive forward-thinking solutions for future planning.