

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.



Traffic Data Collection Team Lead
Planning Division – Roadway Data Section
Nashville, TN
\$99,456 annually

Job Overview

The Traffic Data Collection Team Lead will lead, mentor, and train the Traffic Data Collection 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 Traffic Data Collection Team to be successful.

The Traffic Data Collection Team Lead will lead the development and implementation of departmental policies, discipline-specific technical guidance, procedures, and manuals related to traffic data collection 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 Team Lead will supervise technical staff and implement performance plans, schedules, and budgets, ensuring each team member's expected outcomes, performance, and accountability. The Team Lead will research national best practices to drive innovation and efficiency within the Traffic Data Collection Team.

Essential Job Responsibilities

Manage resources and staff utilization and assist the Traffic Data Collection Team to perform their roles effectively and efficiently, optimizing the Team's ability to successfully administer statewide planning processes.

Lead collection of traffic data, including speed, volume, and classification by axle, on all functional road classes annually utilizing pneumatic tube counters, Continuous Count Stations (CCS) or Automatic Traffic Recorders (ATR), and Embedded Detection Loops (EDL). Ensure ATR and EDL sites are maintained and develop innovative ideas to improve the Traffic Monitoring Program and integrate new initiatives associated with emerging technologies.

Lead the coordination of traffic data collection activities with the Road Inventory Team and the Planning Data Team including utilizing the Traffic Count Field Tool to communicate the status of the traffic data collection at each location.

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

Lead the Traffic Data Collection 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 Traffic Data Collection Team with respect to traffic data collection activities.

Assist with managing the policy direction for the Traffic Data Collection 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 data collection and analysis processes. Assist with the financial performance for the Traffic Data Collection 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 Team remains current on national best practices as it relates to traffic data collection processes and procedures; incorporate research, evaluations and implementation of emerging processes and technologies into the traffic data collection 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 Traffic Data Collection Team deliverables, and ensure they are consistent, predictable, and repeatable to provide consistently high levels of achievement, mitigation of risk, production of annual reports, 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, Data or Computer Science, or a related field.

OR

- Associate degree
- 7 years of demonstrated competency in State and Regional Transportation Planning, Geographic Information Systems, Data or Computer Science, or a related field.

OR

- High school diploma
- 9 years of demonstrated competency in State and Regional Transportation Planning, Geographic Information Systems, Data or Computer Science, or a related field.

Ideal Candidate

The Traffic Data Collection Team Lead is a highly skilled professional with a proven track record in developing, managing, and overseeing diverse traffic data collection, processing, and analytics programs. This role possesses

exceptional communication, leadership, and team management abilities, working effectively with stakeholders at all levels. They will provide strategic direction on best practices and ensure adherence to state and federal requirements, fostering a culture of innovation within the team. The Traffic Data Collection Team Lead is crucial in identifying opportunities to address challenges and driving forward-looking solutions for future planning.