

## Who we are:

TDOT is a multimodal agency with responsibilities in aviation, public transit, waterways, railroads, and cycling and walking. Our involvement ranges from airport improvements to funding transit buses to planning for river ports.

The Department of Transportation (TDOT) has close to 4,100 employees statewide with regional facilities in Knoxville, Chattanooga, Nashville, and Jackson. TDOT's headquarters is located in downtown Nashville.

## What we do:

The Tennessee Department of Transportation (TDOT) provides citizens and travelers of Tennessee with one of the best transportation systems in the country.

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

**Long Range Planning**



## **Planning Specialist Advanced** 505 Deaderick St Nashville, TN Annual Compensation: \$53,400 - \$79,896

### Overview

The Tennessee Department of Transportation is currently hiring four full-time **Planning Specialist Advanced positions** for our Long Range Planning (LRP) Division's Statewide Planning, Data Visualization, Research and Air Quality Offices located at TDOT Headquarters in Davidson County, TN.

The Statewide Planning Office (SPO) is responsible for managing large-scale planning efforts across the state that feed directly into the Statewide Long-Range Transportation Plan and is the first step in the project development cycle. SPO works with internal and external stakeholders to facilitate statewide planning efforts and to identify transportation needs for all modes of transportation.

The Data Visualization Office (DVO) is the analytical GIS hub for spatial and non-spatial data across the Department. The DVO creatively interprets and decodes otherwise complicated planning information into useful and workable methodologies, maps, and tools. Our goal is to support the distribution of data through the production of digital and printed maps. The DVO creates award-winning visual representations of transportation data using various graphical methods and provides in-depth GIS project support and guidance to other divisions, state agencies, and metropolitan/rural planning organizations. The Planning Specialist Advanced provides important analytical support to TDOT and the community (MPO, RPO, TPO). Acting as a team lead this position supports the supervisor in the dissemination of work and general support of the team. This position focuses on GIS and Analytic ways to advance the state's transportation system through the application of technical and planning GIS principles. The ideal candidate should be an independent but collaborative worker willing to learn and work as a team to identify problems and propose creative solutions to them.

The Research Office (RO) is responsible for managing TDOT's Research Program and other transportation research initiatives. The Research Office plans, conducts, monitors, reviews, and coordinates the selection and completion of transportation research projects supported by TDOT. Our mission is to enhance Tennessee's transportation system through high-quality research that leads to the adoption of efficient technologies, innovation, and best practices. The Planning Specialist-Advanced is instrumental in creating a "Culture of Innovation" within the agency and leading implementation of research findings, ensuring efficacy of the Research Program can be quantified. The ideal candidate should be an independent but collaborative worker willing to learn and work as a team to identify problems and propose creative solutions.

Air Quality Office (AQ), in coordination with the Federal Highway Administration (FHWA), provides funding and program opportunities that support the goal of improving congestion and air quality for communities across the state. The AQ works closely with other TDOT Divisions, metropolitan planning organizations, the FHWA TN Division Office, and other state and local agencies to achieve the outlined goals. The AQ oversees four programs: PROTECT (resiliency), Congestion Mitigation Air Quality (CMAQ), National Electric Vehicle Infrastructure (NEVI) and Carbon Reduction (CRP).

The ideal candidate should be an independent, but collaborative worker willing to learn and work as a team to identify problems and propose creative solutions to them.

### Responsibilities

- Assist in the development and implementation of strategies that coordinate the State's Long- and Short-Range Planning efforts.

- Lead efforts in the development of Corridor Studies, Congestion Action Plans, Long Range Plans, County Comprehensive Plans, and Technical Studies for identified TDOT projects.
- Provide technical assistance to local community partners, Metropolitan Planning Organizations, Rural Planning Organizations, and local governments.
- Participate in regular collaborative opportunities with local and regional agencies.
- Assist with integrating extreme weather and natural hazard resilience into the department's decision-making processes and operating procedures.
- Attend and present at various meetings and conferences as necessary.
- Participate in the development, monitoring, and coordination of urban transportation planning activities.
- Conduct research and maintain an awareness of new issues, methodologies, equipment, trends that advance the profession.
- Perform various mapping and spatial analysis duties for numerous divisions and departments.
- Coordinate GIS tasks to support various planning-related activities.
- Conduct research on existing and emerging data concepts in order to support and facilitate the project delivery process.
- Digitize data and collect geospatial attribute data.
- Prepare maps, charts, and tables of various complexities.
- Assist in administering and managing TDOT's Research Program, including but not limited to ensuring all TDOT sponsored research is compliant with federal regulation.
- Lead and track implementation efforts of research findings within the agency, coordinating with subject matter experts across TDOT and quantifying the effectiveness of research sponsored by TDOT.
- Assist in administering and managing Travel Demand Management (TDM), Congestion Mitigation Air Quality (CMAQ), National Electric Vehicle Infrastructure (NEVI), Carbon Reduction (CRP) and Resiliency (PROTECT).
- Maintain a comprehensive knowledge of applicable federal, state, and local policies, procedures, programs, codes, regulations, and standards.

## **Qualifications**

- Graduation from an accredited college or university with a bachelor's degree in community / urban planning, transportation planning, public administration, civil engineering, or other related fields
- Excellent communication skills and presentation skills.
- Strong Interest in Transportation Planning and Plan Development
- Strong interest in Transportation Sustainability and Resiliency
- Strong interest in environmental and/or air quality planning and transportation policies
- Proficient in the full suite of ESRI's online and Pro desktop products.
- Knowledge with various visualization platforms such as Microsoft Power BI.
- Knowledge of and ability to interpret and apply sponsor, institutional, and departmental policies.
- Knowledge of all types of award mechanisms, including grants, contracts, subcontracts, and cooperative agreements.
- Grants or program management experience
- Data gathering and analysis experience
- Experience with Adobe Suite products
- Experience with Microsoft Office 365 products
- Leadership experience
- Ability to work independently and in a team environment

## *Preferred*

- Knowledge of Metropolitan and Rural Planning Organizations
- Experience with the transportation planning process
- Knowledge of the Code of Federal Regulations; specifically, Titles 23 and 49
- Knowledge of various State Regulations; specifically, Titles 4-8.
- Knowledge of Bipartisan Infrastructure Law (BIL) Grant Programs.
- Knowledge of US DOT, Justice 40 Initiative.

## **Applications must be submitted online.**

Interested applications should apply online at:

<https://www.tn.gov/tdot/human-resources-home/tdot-careers.html>

Questions? Email [TDOT.Careers@tn.gov](mailto:TDOT.Careers@tn.gov)

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.