

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.



Roadway Data Manager

Planning Division – Roadway Data Section

Nashville, TN

\$110,004 annually

Job Overview

The Roadway Data Manager will lead, mentor, and train the Roadway Data Section Team Leads as well as the section Technical Coordinator 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, when applicable, while ensuring the availability of resources for the Roadway Data Section to be successful.

This position will assist in the development of department policies, discipline-specific technical guidance, procedures, and manuals and assist the Roadway Data Section in producing deliverables and implementing the Quality Assurance Program as part of the Department's Work Program. The Roadway Data Manager will supervise technical staff and will develop performance plans, schedules, and budgets, ensuring expected outcomes, performance, and accountability of each team member. The Roadway Data Manager will research national best practices to drive innovation and efficiency within each technical unit as part of the Roadway Data Section.

Essential Job Responsibilities

Manage resources and staff utilization to allow the Roadway Data Section to perform their roles effectively and efficiently, optimizing staff's ability to successfully collect and manage traffic data, roadway characteristics, and linear referencing systems; and effectively manage data systems, and accurately present data for reporting.

Manage the policy level direction for the Roadway Data Section as part of a matrix structure, creating policies, procedures, guidelines, and performance metrics that seek to manage, maintain, and improve roadway data collection, maintenance, analysis, and reporting processes. Develop and manage the financial performance for the Roadway Data Section in alignment with TDOT financial processes to ensure transparency and accountability.

Establish and ensure that there is a direct relationship between quality and work outcomes by developing and implementing quality control and quality assurance processes for the Roadway Data Section with respect to the system-wide transportation system data collection and analysis and the administration of traffic data and reporting programs.

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.

Manage external partners including providing leadership, guidance, and direction to the section for developing contract scopes of work, assisting in negotiating contracts, reviewing consultant invoicing, managing contract tasks, and completing consultant grading.

Lead the Roadway Data Section in providing 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 the section remains current on national best practices as it relates to the Roadway Data program; incorporate research, evaluations and the implementation of emerging technologies into the Roadway Data program to improve efficiency, resiliency, effectiveness, reliability, sustainability, and the safety of Tennessee's transportation network; and 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.

Assist in ensuring the Roadway Data Section deliverables are consistent, predictable, and repeatable to provide consistently high levels of achievement, mitigation of risk, and an established track record of success.

Qualifications

- Bachelor's degree
- 8 years of demonstrated competency in State and Regional Transportation Planning, Geographic Information Systems, Data or Computer Science, or a related field, that includes 2 years of demonstrated competency in supervision.

Ideal Candidate

The Roadway Data Manager is an inquisitive problem-solver and a strong communicator. Their analytical abilities allow them to analyze complex data, leading to well-informed decisions regarding roadway data collection and reporting processes. They flourish in the role by applying their analytical and detail-oriented skills as well as their leadership, teaching, and mentoring skills. Their clear communication skills enable them to effectively share technical information with team members and stakeholders. The Roadway Data Manager understands that the best outcomes are achieved through collective effort and effective communication. The Roadway Data Manager plays a pivotal role in shaping the future of statewide transportation, striving to create more efficient, resilient, equitable, and sustainable transportation systems.