



Tennessee Department of Transportation Long Range Planning Division

Position Opening

The Tennessee Department of Transportation Long Range Planning Division is accepting applications for a **Community Transportation Planner 2** position in the Long Range Planning Division's Office of Community Transportation, located in *Region 3 - Nashville*.

Application for the Community Transportation Planner 1 position requires completion and submission of the following three items:

1. Letter explaining applicant interest in the position.
2. Resume that is a maximum of two pages.
3. Written responses to the four application questions listed on Page 3 of this document.

The three items should be emailed to Ms. Brianna Benson, Assistant to the Director, Long Range Planning, by 4:30 p.m. Central Daylight Time on Tuesday, November 17, 2015.

Ms. Benson can be contacted at Brianna.Benson@tn.gov and 615.741.3421.

Please contact the following individual with questions about the position openings.

- Mr. Larry McGoogin Assistant Director, Long Range Planning Division
Larry.McGoogin@tn.gov
615.253.2428



**Tennessee Department of Transportation
Long Range Planning Division**

**Minimum Qualifications for a Long Range Planning Division
Community Transportation Planner/Transportation Coordinator 2**

Education and Experience: Graduation from an accredited college or university with a bachelor's degree in community planning, transportation planning, public administration, civil engineering, landscape architecture, or other related bachelor's degree and experience equivalent to five years of full-time professional planning work.

OR

Possession of a master's degree in community planning, transportation planning, public administration, civil engineering, or landscape architecture from an accredited college or university and experience equivalent to three years of full-time professional planning work.

Substitution of Education for Experience: Graduate coursework in community planning, transportation planning, public administration, civil engineering, landscape architecture, or other related degree may be substituted for the required experience on a year-for-year basis, to a maximum of two years (24 semester hours is equivalent to one year).

Position Description:

The Long Range Planning Division Community Transportation Planner 2 will assist in the Division's development and implementation of strategies that coordinate the State's land management and transportation infrastructure needs.

- Supervises a unit responsible for transportation planning duties. May be assigned to work in any area of transportation planning and may participate in the varied development, monitoring, and coordination of transportation planning projects.
- Assists in the development of guidelines for coordination of land use and transportation decisions between state and local entities.
- Assists in the development of rural regional transportation plans, major thoroughfare plans, corridor management agreements, and statewide access management plans.



- Provides technical assistance to local community partners, Metropolitan Planning Organizations and Rural Planning and Consultation Organizations.
- Participates in regular collaborative opportunities with metropolitan transportation planning organizations, rural transportation consultation organizations, cities, and counties.
- Reviews new and established federal, state, and local plans and policies and makes recommendations for implementation.

This position will require occasional statewide travel.



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**Application Questions for Long Range Planning Division
Community Transportation Planner 2**

Please use a separate sheet for each question.

When answering the application questions, you should use examples of work related experiences. If you do not have appropriate work related examples, non-work related examples are acceptable.

1. Give a specific example of a way you coordinated land use and transportation planning.
 - What type of data did you use to perform your analysis?
 - How did you get consensus with organizations or public involved?
 - What was your biggest challenge in coordinating land use and transportation?
2. Give an example of a transportation planning idea or improvement that you had and how did it make a difference in the community that you were serving?
3. Give a specific example of a situation in which you had to deal with conflict resolution in a work environment.
 - Describe in detail how you handled both the person(s) and the situation.
 - How did this affect the overall outcome of the situation or issue?
 - How did you document and communicate the outcome?
4. Explain in detail examples of professional and/or self-improvement skills that you developed or enhanced over the past two years.
 - Were these skills prerequisites of your current position?
 - How have these skills assisted you in the performance of your current job responsibilities?