January 24, 2022

Dear Colleague,

The U.S. Department of Transportation (DOT) is currently considering academic staff for temporary assignment opportunities located in the Office of the Assistant Secretary for Transportation Policy and the Office of the Assistant Secretary for Research and Technology. This opportunity is covered by the Intergovernmental Personnel Act Mobility Program. This program provides for the temporary assignment of personnel between the Federal Government and state and local governments, colleges and universities, Indian tribal governments, institutions of higher education and other eligible organizations. Individuals interested in this opportunity must be a full-time employee of their eligible organization for more than 90 days.

This opportunity is currently targeting assignments for a minimum of one year up to two years. The position will support in the development of policies regarding all major transportation issues. This involves working closely with principal department and operating administration officials and with representatives of other Federal agencies. This opportunity will have the option of remote work. While full-time positions would be preferable, there will be an option for part-time work.

The Department is recruiting for knowledge and experience that will contribute to policy development and research of cross cutting ideas impacting transportation. The incumbent of this position would work on transportation issues such as infrastructure development, safety, climate, innovation, and equity depending upon the incumbent’s knowledge and experience.

I have attached more specific descriptions of the types of roles this assignment would require. Please forward this information to any of your colleagues who may be interested in applying. The solicitation for this position will have an opening date of January 24, 2022 and will close on February 25, 2022. For interested applicants please email your resume to policyjobs@dot.gov. If you have questions on the programs email eric.buchanan@dot.gov.

Sincerely,

Christopher Coes
Principal Deputy Assistant Secretary
Transportation Policy
U.S. Department of Transportation

Robert Hampshire
Principal Deputy Assistant Secretary
for Research and Technology
U.S. Department of Transportation
The ideal candidate will further develop and sharpen their skills in data and information analysis, policy development, project management, cross agency communication, outreach, and DOT grant programs.

This opportunity is ideal for energetic and results-driven individuals looking to contribute to a high-profile Departmental program. Additionally, the candidate will support OST-P and OST-R and their mission of helping internal/external partners, project sponsors, including data analysis, information dissemination, and outreach activities.

Who We Are

- The Department of Transportation’s (DOT) Infrastructure Permitting Improvement Center (P-30) coordinates and evaluates public policy on environment and energy issues affecting all aspects of transportation. This includes formulating and coordinating policies and best practices for environmental review, analysis, and permitting during the planning and development of transportation infrastructure. The office maintains policy oversight of legislative and regulatory proposals affecting these areas, conducts or oversees studies and analyses, as appropriate, and provides advice on research and development requirements and concerns. In addition, the office manages and maintains the Infrastructure Permitting Dashboard. It also directs and supports the work of the DOT Climate Change Center, in partnership with the Office of Research and Technology.
- The Office of the Assistant Secretary for Research and Technology (OST-R), works at the dynamic intersection of new and emerging technologies, transportation data, policy, research and all modes of transportation across the Department. Our mission is to facilitate the transformation of our transportation system–making it safer, more efficient, competitive, accessible and sustainable. To do this, we advance innovation, technology development, and breakthrough knowledge; facilitate research and multimodal research collaboration; foster technology transfer through partnerships both within the Department and with other Federal agencies, academia and private entities; provide decision makers with useful statistics and information of the highest quality and integrity; and develop a skilled interdisciplinary transportation workforce for the nation. OST-R coordinates the Department’s research investment, oversees the development of Annual Modal Research Plans, and provides opportunities for research collaboration with public and private sector partners.
- The Climate Change Center provides cross-modal coordination to address policy and research objectives related to climate change to meet DOT goals in response to the climate crisis, including reducing greenhouse gas emissions and making transportation systems more resilient.

Requirements

- Knowledge of environmental sciences, transportation policy and engineering, infrastructure resilience, climate change impacts, greenhouse gas mitigation, and/or transportation challenges facing impacted communities.
Policy and Legislative Specialist

Relevant Skills required for position (listed in the database)
Examples: Policy Development, Legislative Analysis, Communication, Program Evaluation, Legislative Process, Budget Formulation, Economic and Social Impacts, Data/Information Gathering or Collection, Program and Project Management, Collaboration, Grants Management

Introduction
The Office of the Assistant Secretary for Transportation Policy reviews legislative and regulatory actions to ensure proposals are as consistent as possible with the policies of the Administration. The position will be located within the Office of Policy Coordination and Development. This office provides departmental leadership and coordination in developing modal and intermodal transportation solutions that move people and goods in an efficient manner, provide the foundation for improved productivity growth, strengthen the nation’s ability to compete in the global economy, and obtain the optimum yield from the nation’s transportation resources. The office also serves as the lead office on the development and implementation of the departmental Strategic Plan and collaborates with the other DOT offices to develop and implement legislative proposals and policy priorities.

What You’ll Do:
- Develops analyses, technical assistance, policies, and regulations to support implementation of major transportation programs and initiatives to ensure successful implementation of the Bipartisan Infrastructure Deal (Infrastructure Investment and Jobs Act and Executive Orders).
- Conducts research studies analyzing and interpreting relationships between various elements of the transportation industry regarding their significance to national transportation policy.
- Evaluates policy impacts and issues policy recommendations, particularly, but not limited to, those relating to transportation safety.
- Reviews regulations, proposed legislation, Congressional testimony, and related materials to ensure its content is aligned with the Administration’s policies.
- Monitors and analyzes stakeholder positions on safety, economics, and regulations, and evaluates their usefulness for Departmental policy development.

Supports in grants administration including developing solicitation and grant setup. These functions require a general working knowledge and application of Federal grant requirements.

What You’ll Learn:
The ideal candidate will further develop and sharpen his/her skills in policy analysis, policy development, project management, cross agency communication, legislative review, and DOT modal programs.
This developmental opportunity is ideal for energetic and results-driven individuals looking to contribute to high-profile Departmental programs and initiatives. Additionally, the candidate will support the Office of the Under-Secretary mission of helping to improve the safety and efficiency of the U.S. transportation system.

**Who We Are**

The Office of the Assistant Secretary for Transportation Policy is the office primarily responsible for recommending transportation policy initiatives to the Secretary, Deputy Secretary, and Under Secretary (S3). In addition, the office coordinates initiatives that cut across modes. The office coordinates and works with all S3 Offices in the development of the Department's research and agenda and international portfolio to ensure that it is consistent with the Secretary's policy priorities.
Climate Change Position

USDOT is seeking expertise in climate change to support coordination of the U.S. Department of Transportation’s Climate Change Center and related initiatives, among other Administration priorities.

Skills

The ideal candidate would be responsible for and have experience with: assisting in policy and program development related to reducing greenhouse gas emissions from transportation, as well as the resilience of transportation infrastructure to climate change, extreme weather and natural disasters; researching, interpreting, effectively communicating, and providing advice on policies and procedures related to transportation and land use, electric vehicles, embodied carbon, mode shift, and greenhouse gas mitigation and the resilience and sustainability of the transportation system more broadly; analyzing data and modeling climate impacts of policies; and overseeing the completion of research and studies on environmental issues relating to climate change and transportation and associated outreach and implementation of recommendations developed through such efforts. This opportunity is open to graduate students, university professors, and other researchers employed by the university.

Introduction

The U.S. Department of Transportation’s Climate Change Center (CCC) serves as the intermodal coordination and collaboration entity for climate change activities across the Department. The CCC is co-led by OST-R and OST-P and regularly convenes senior staff from DOT’s Operating Administrations (OAs), as well as external stakeholders, to coordinate research, policies, and actions to reduce greenhouse gas emissions and pollution, and increase transportation system resilience.

OST-P and OST-R are seeking talented individuals to help manage the CCC and support OST-P and OST-R in other climate-related initiatives, including implementing climate-related provisions within the Bipartisan Infrastructure Law (BIL). Individuals will interface with senior DOT political appointees and career staff to ensure successful implementation of the Bipartisan Infrastructure Law, as well as with other Federal agencies such as the U.S. Department of Energy, the Environmental Protection Agency, Housing and Urban Development, and others to harmonize and coordinate federal efforts to successfully implement the BIL. The position will report to either the Deputy Assistant Secretary for Climate Policy or the Assistant Secretary for Research and Technology.

What You’ll Do

Research and Policy Development related to Climate Change
- Provides leadership on the development, coordination and evaluation of climate policy affecting all aspects of transportation.
- Provides oversight for developing and coordinating policies and programs related to climate policy within DOT, and in relation to other Federal agencies.
- Support various working groups within the Climate Change Center.
- Conducts reviews of case studies and reports on climate policy and proposals to determine the impact on proposed policy recommendations. Prepares briefings of policy recommendations for review, consideration and approval by the Director and the Assistant Secretary for Transportation Policy, and/or the Assistant Secretary for Research and Technology.
- Conducts research on environmental issues in transportation and relevant climate change consequences. Encourages modal administrations to adopt innovative environmental, climate change, and sustainability partnerships. Leads the Departmental efforts to ensure consistency with existing environmental laws and regulations while exploring innovative new strategies for transportation project development and delivery.
- Manages and evaluates program functions, policy initiatives and studies related to climate policy. The studies involve analyzing and formulating Departmental policies, plans, and guidelines related to climate policy affecting all aspects of transportation. Advise the Director, the Assistant Secretary for Transportation Policy, and/or the Assistant Secretary for Research and Technology regarding public policy issues affecting the transportation sector.
- Analyzes and determines the application of appropriate domestic and international infrastructure regulations, policies, procedures, legislation, proposals, techniques and technology in the transportation sector. Provides direction and/or advice to the Director on key decision points and helps to ensure that policy decisions, strategic plans and reports are accurate, timely, and adequately documented.
- Coordinates with the Department Administrations, Congressional staff members and related committees on DOT’s transportation related environmental program activities on proposed policies and regulatory legislations, and to resolve controversial and related issues.
- Coordinates policy direction and reports to the Office Director for work planning, preparation of reports and briefings materials on Office program policies and activities for the Secretary of Transportation, the Under Secretary for Policy, the Assistant Secretary for Transportation Policy, and the Assistant Secretary for Research and Technology.
- Represents the Office of Policy or Research in meetings with other Federal agencies state and local public entities, the private sector and with representatives on DOT’s environmental initiatives.

What You’ll Learn
• Ability to interact with senior decision-makers and translate policy priorities into actionable programmatic outcomes.
• Excellent communication skills.

Related Keywords
Climate Change
Resilience
Adaptation
Greenhouse Gas Mitigation
Policy Development
Mission Driven
Collaboration
Data analytics
Economist

The position is located in the Office of the Assistant Secretary for Transportation Policy, Office of Chief Economist, which in turn is part of the Office of the Secretary of Transportation (OST). The incumbent reports to the Chief Economist, who is the Director of OESA.

Types of Activities performed by the role:

Using established procedures, assembles and analyzes data elements from published sources and computer data banks as assigned for use in studies of the transportation industry.

The analyst conducts specific research on transportation issues with economic impact on the transportation industry. The areas of study are dependent on those areas outlined by the current administration.

The analyst plans and carries out project for collecting detailed economic data, this type of work is analyst done in areas not always previously explored which can encounter unexpected collection or processing difficulties, unprecedented data peculiarities or similar unexpected difficulties.

Based on defined objectives and conventional data sources, conducts under the guidance of a senior team member or the Director studies of specific economic issues as assigned, including the preparation of tables and charts designed to present economic data and relationships as well as narrative descriptions of the data sources, the implications of the research findings and a conclusion of the study.

Assists senior analyst in the development of projects, including the preparation of tables and charts designed to present economic data and relationships as well as narrative descriptions of the data sources, analysis performed and conclusion of the analysis.

Performs searches of the economic literature dealing with transportation issues and general economic issues and summarizes important published finding for application in analysis and studies of the office.

Prepares preliminary reports on the results of economic analyses and research that has been assigned.

What You’ll Learn:

The ideal candidate will further develop and sharpen his/her skills in policy analysis, policy development, project management, cross agency communication, legislative review, and DOT modal programs.
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Transportation Safety

Office Summary

The Office of the Secretary (OST) oversees the formulation of National transportation policy and promotes intermodal transportation. Other responsibilities range from negotiation and implementation of international transportation agreements, assuring the fitness of US airlines, enforcing airline consumer protection regulations, issuance of regulations to prevent alcohol and illegal drug misuse in transportation systems and preparing transportation legislation. The U.S. Department of Transportation strives to ensure that equity, transparency, accountability, collaboration, and communication permeate all that we do for the betterment of the Department, the traveling public, and our nation. As such, DOT values a highly diverse workforce of persons who promote a culture of belonging by respecting the personal dignity and worth of each individual and fostering a positive environment where all feel safe and welcome. If these commitments coincide with your personal ideals and professional aspirations, please consider joining the DOT family.

The Department of Transportation (DOT) is ranked #3 in the 2020 best places to work in the Federal Government! The Office of Policy Coordination and Development provides leadership in developing modal and intermodal transportation solutions to move people and goods, strengthen the Nation's ability to compete in the global economy, and optimize the nation’s transportation resources. The office also leads the development and implementation of the departmental Strategic Plan, legislative proposals, and Secretarial policy priorities.

Description of roles activity:

- Provide expertise in transportation safety. Work closely to develop the program planning and activities of the Office of the Secretary to ensure a comprehensive
- Support and develop policy positions program analyses for issues of interest to the U.S. transportation industry. To ensure that the impacts upon transportation users and State and local agencies are considered, obtain and interpret transportation data and review planning processes with the affected agencies and/or groups.
- Work in support of DOT Operating Administrations to develop policy positions and support documents that consider issues of interest for modal areas assigned. Acts to present the U.S. Government's position in these matters.
- Obtain, evaluate, and interpret data to identify transportation trends and their potential impact on policies and programs for transportation planning and financing.
- Recommend changes that make the U.S. transportation system more competitive, more efficient, and safer consistent with goals established by the Administration aimed at improving the national transportation system.
- Analyze and evaluate legislative and regulatory proposals for potential impact on transportation programs, recommend revisions, and prepare implementing guidance.
- Engage counterparts from other Federal agencies – both here and abroad, customers in state and local transportation agencies, and the private sector in developing operational analyses and business case justifications to support initiatives through implementation of USDOT policies.
What You’ll Learn:

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