

A national search is underway for a
Chief Program Officer – Choose How You Move
Metropolitan Government of Nashville & Davidson County



NASHVILLE, TENNESSEE

Metro Nashville

Metro Nashville Government is an employer of choice with over 10,700 employees in one of the most exciting cities in our nation. Nashville is a thriving, vibrant city in an enormous growth period. It's the capital of Tennessee, the county seat of Davidson County, and the state's largest city. At a current population of 712,000 residents, Nashville is the 21st largest city in the United States. In recent years, Nashville has become a destination for large scale corporate expansion and relocation. Between the booming economy, vibrant cultural life, unique neighborhoods, and great people working to make the city even greater, Nashville is well-positioned to maintain its success as a first-class U.S. city and ascend even further.

Nashville is a place that understands its past and eagerly anticipates its future. Visitors come to learn about country music and civil rights history while enjoying great restaurants, museums, and of course, Honky Tonks. Residents enjoy the neighborhoods, abundant parks and green space, great schools, and an eclectic mix of small businesses. There is truly something for everyone in Nashville.

Nashville is a diverse and international city that includes a large and prominent African American community as well as significant Latino, Kurdish, Middle Eastern, African, and Latino communities. Students from more than 130 countries are educated in Metro Nashville Public Schools, and Nashville is the proud home to multiple historically Black colleges and universities including Tennessee State University, Fisk University, and Meharry Medical College.

As the state's capital, Nashville is home to the state government. It's also home to the Tennessee Titans, Nashville SC soccer team, and the Nashville Predators. Health care, tech, and higher education dominate the industry here with major employers including Vanderbilt University & Medical Center, HCA Health, Bridgestone North America, and Asurion. Oracle recently announced its plans to relocate its Global Headquarters to Nashville.



Governing Structure

Metro Nashville has a “strong mayor” form of municipal government, in which the elected mayor is the city’s chief executive and is independent of the council.

Both the Mayor and City Council Members are elected every four years during non-partisan elections. City operations are handled by executive departments that report to the Mayor, as well as elected officials and appointed boards, commissions & agencies. Coordination with the Mayor as well as Metro Council is ongoing and a regular part of managing department activities.



Choose How You Move

[Choose How You Move](#) (CHYM) is Metro Nashville’s transportation improvement program, led by Mayor Freddie O’Connell, that will be the largest capital project program in geographic scope and scale to be undertaken in Nashville’s history. Implementation of projects included in CHYM requires extensive collaboration among multiple Metro departments and external stakeholders, alignment of \$3.1 billion in capital projects, coordination of \$111 million worth of annual operating expenditures, and robust engagement with neighborhoods. CHYM will bring Nashville’s transportation infrastructure up to modern needs and transform how people move around the city for decades.

CHYM includes upgrades to almost 600 signalized intersections, replacing current traffic lights with technology that monitors traffic, learns its flow, and adapts based on demand. It adds 24/7/365 transit service and builds 54 miles of All-Access Corridors, providing more frequent, reliable, and accessible transit service. Additionally, it constructs 86 miles of sidewalks and walkable paths to address Nashville’s most urgent sidewalk needs and connect the busiest neighborhoods to major transit routes. The program also makes safety improvements on 78 miles of the Vision Zero High-Injury Network, creating safer streets for pedestrians, bicyclists, drivers, and transit users.

At a current population of over 712,000, Nashville in 2017 was named among Forbes’ Annual List of America’s Fastest Growing Cities in the United States. Metro Nashville Government is an employer of choice with over 10,700 employees in one of the most exciting cities in our nation.

The Chief Program Officer - CHYM (CPOC) will be an executive-level leader in the Mayor's Office, responsible for developing and coordinating the overarching CHYM delivery with the Nashville Department of Transportation and Multimodal Infrastructure (NDOT), WeGo Public Transit (WeGo), and other participating departments. This includes establishing and managing critical program management functions and coordinating a variety of delivery models, ranging from departmental projects to organizing the implementation of the most complex multi-owner CHYM initiatives involving departments and external resources. This position will align multiple Metro departments, including ongoing transit, transportation, and infrastructure activities. The CPOC will lead coordination of overall engagement for CHYM projects with our State and Federal partners, elected officials, and external stakeholders. Over time, this position will transition projects and capabilities to operating departments.

The Position

The CPOC must possess a unique blend of leadership skills, management experience, and technical knowledge critical to success. This position oversees coordination of all aspects of CHYM delivery through strategic direction and overall program management. Responsibilities may include administrative tasks, program chartering, project planning coordination, cost estimation, scheduling, program implementation, community engagement, business engagement and finance activities, ensuring their alignment with existing transit, transportation and infrastructure functions, capital projects, programs, and services. As CHYM functions expand, this position will have supervisory responsibilities for additional staff. The CPOC and their team will manage the activities of a third-party program management team (to be procured), which will provide support in these responsibilities.

The CPOC will report to the Mayor's Office and coordinate with the directors of NDOT and WeGo. This role involves extensive collaboration with Finance, Planning, Metro Water Services, Information Technology Services, and other Metro entities involved in CHYM implementation. The CPOC will frequently interact with the Mayor, Metro Council, and the broader Nashville community to provide updates and report on the CHYM program.

Essential Functions

Leads a diverse team of internal and external stakeholders, demonstrating communication, critical-thinking, and relationship skills essential for CHYM implementation success.

Performs all duties with a high level of emotional intelligence and collaboration to navigate complex systems, conflicting priorities, and varying personalities.

- Acts as an adaptive problem solver, creatively finding solutions and developing strategies through strong partnerships and communication.
- Organizes and convenes CHYM stakeholder advisory and oversight groups, including technical and community advisory committees, ensuring CHYM implementation is informed by subject matter experts and community leaders with transportation and mobility experience.
- Regularly presents updates on CHYM implementation prioritization, activities, and progress to the Metro Council and the public.
- Develops and maintains key relationships with community leaders, elected officials, government staff, and others, representing the CHYM program in relevant Metro leadership and stakeholder conversations.



- Leads decision-making processes, fostering collaboration among diverse stakeholders to navigate and resolve complex situations effectively.
- Develops a deep understanding of, and facilitates solutions to, developmental infrastructure complexities and related challenges.
- Gains or leverages knowledge of Nashville and Middle Tennessee’s growth dynamics, commuting patterns, neighborhoods, and governmental structures to inform strategic decisions.

Manages alignment and coordination of complex technical aspects of CHYM capital projects, programs, and services, ensuring rapid and efficient project delivery by implementing operational departments.

- Administers and organizes complex multi-owner projects which can include All-Access Corridor initiatives, green and complete streets, and collaborating with Metro departments and contractors, through a to-be-formed CHYM program management team.
- Supports the planning, design, construction, and implementation of intersection redesigns, sidewalk projects and signal upgrades included in the CHYM plan, to be executed by NDOT and their contractors.
- Supports the implementation of service improvements and the planning, design, construction of park-and-ride facilities, and transit centers with multimodal activities to be executed by WeGo and their contractors.
- Coordinates regularly with the Finance, ITS, Metro Water, Planning, Parks and Greenways departments to ensure departmental responsibilities supporting CHYM implementation are properly planned and executed.
- Develops and implements engagement plans with the CHYM program management team and departments, including community ambassadors, ensuring community input and engagement throughout CHYM project execution.
- Oversees development and execution of a CHYM performance management strategy, including key performance metrics to evaluate the success of implementation.



Qualifications

Bachelor's Degree and 10 years of experience in implementing complex infrastructure projects, transportation and mobility programs, public works, or a related field, including at least 8 years of management experience.

NOTE: Per Metro Ordinance NO. SO94-1078. All employees of the Metropolitan Government shall be residents of the State of Tennessee or become residents of the state within six (6) months of employment as a prerequisite to employment with the Metropolitan Government.

The Ideal Candidate

The ideal candidate will possess preferred experience, knowledge, skills, and abilities as follows:

- Demonstrated proficiency in a wide range of managerial functions necessary to operate a major infrastructure program, including planning, forecasting, budgeting, community relations, program development, implementation, and delivery.
- Demonstrated knowledge of transportation and mobility topics as they relate to the CHYM program, such as:
 - Street design, engineering, and construction
 - Planning and zoning concepts
 - Right-of-way activities and property acquisition
 - Dedicated and priority bus lanes
 - Public transit operations
 - Green and complete streets
 - Sidewalk construction and maintenance
 - Utility coordination and relocation
 - Signal technology
 - Regulatory environments
 - Grant administration, and finance, and compliance.
- Demonstrated knowledge of federal funding requirements and processes in transit, transportation, and infrastructure sectors.
- Experience managing complex municipal projects of similar scale.
- Experience navigating complex multi-stakeholder dynamics, internally and externally, with experience collaborating effectively with senior department-level leadership, delivering public presentations to elected officials, and engaging with the community.
- Experience overseeing a project or program management office in a government context.
- Experience with capital project software platforms such as Primavera and Unifier.
- Exceptional relationship management skills.

Compensation

Salary range for this position is \$265,000 - \$295,000 annually, with placement within the range depending on qualifications and experience. Compensation will be augmented by an excellent [benefits package](#) which includes a [service pension plan](#).

Metro Nashville is fully committed to equal employment opportunity for all employees and applicants for employment without regard to race, color, religion, creed, national origin, ancestry, sex, sexual orientation, age, disability, predisposing genetic characteristic, gender identity and expression, pregnancy, veteran, or

military status, marital/familial/partnership/caregiver status, status as a victim of domestic violence, stalking and/or sex offenses, or any legally protected basis.

To be Considered

Applicants must complete an online application at:

<https://www.governmentjobs.com/careers/nashville/jobs/4717077/chief-program-officer-choose-how-you-move> by December 1, 2024. Resumes should be attached but will not be accepted in lieu of the online application.

Confidential inquiries regarding this career opportunity should be directed to:

Metro Nashville Government, Department of Human Resources
Lisa Mason, Manager of Talent Acquisition and Training
lisa.mason@nashville.gov or 615-862-6631



Nashville Metro is an equal opportunity employer that values diversity at all levels. All individuals, regardless of personal characteristics, are encouraged to apply.

Requests for ADA accommodation for the recruitment process should be directed to Human Resources at (615)862-6640.