# POSITION DESCRIPTION

# Administrator of the Federal Transit Administration, Department of transportation

|  |
| --- |
| **OVERVIEW** |
| Senate Committee | Banking, Housing and Urban Affairs |
| Agency Mission | To ensure a fast, safe, efficient, accessible and convenient transportation system that meets our vital national interests and enhances the quality of life of the American people, today and into the future |
| Position Overview | The Federal Transit Administration (FTA) administrator represents the department and advises the secretary on public transportation matters.  |
| Compensation | Level III $165,300[[1]](#endnote-1) |
| Position Reports to | Secretary of Transportation (49 U.S.C. § 107) |
| **RESPONSIBILITIES** |
| Management Scope | In fiscal 2015, FTA had an actual budget of $11.008 billion and 551 full-time equivalents.[[2]](#endnote-2)  |
| Primary Responsibilities | * Carries out duties and powers prescribed by the secretary (49 U.S.C. § 107)
* Represents the department and advises the secretary on public transportation matters
* Develops comprehensive and coordinated mass transportation systems to serve metropolitan and other urban areas
* Implements a national public transportation system plan to improve the safety of all public transportation systems that receive funding
* Administers urban mass transportation programs and functions
* Assures appropriate liaison and coordination with other governmental organizations[[3]](#endnote-3)
* Ensures that grantees follow federal mandates along with statutory and administrative requirements[[4]](#endnote-4)
 |
| Strategic Goals and Priorities | [Depends on the policy priorities of the administration] |
| **REQUIREMENTS AND COMPETENCIES** |
| Requirements | * Knowledge and experience in transportation policy
* Previous government experience, either from the agency, Capitol Hill or a similar state function
* Understanding of congressional and legislative processes
* Strong management experience
* Relationships with relevant stakeholders or ability to form them
 |
| Competencies | * Ability to work in a matrixed environment
* Strong communication and interpersonal skills
* Strong leadership skills
* Strong negotiation skills
 |
| **PAST APPOINTEES** |
| Peter Rogoff (2009 to 2014): Democratic Staff Director, Senate Appropriations Subcommittee on Transportation, Housing and Urban Development; Professional Staff Member, Senate Appropriations Subcommittee on Transportation, Housing and Urban Development; Director of Legislative Affairs, National Association of Independent Colleges and Universities[[5]](#endnote-5) |
| James S. Simpson (2006 to 2009): Commissioner of the New York Metropolitan Transportation Authority; Non-Voting Member, New York Financial Control Board[[6]](#endnote-6) |
| Jennifer L. Dorn (2001 to 2006): President, The National Health Museum; Senior Vice President, American Red Cross; Assistant Secretary, Department of Labor; Director, Strategic Planning, Martin Marietta Corporation; Associate Deputy Secretary for Transportation and Chief of Staff, Office of the Deputy Secretary, Department of Transportation[[7]](#endnote-7) |

1. The Consolidated Appropriations Act, 2017 (Public Law 115-31, May 5, 2017), contains a provision that continues the freeze on the payable pay rates for certain senior political officials at 2013 levels during calendar year 2017. [↑](#endnote-ref-1)
2. https://www.transportation.gov/sites/dot.gov/files/docs/DOT\_BH2017\_508%5B2%5D.pdf [↑](#endnote-ref-2)
3. OPM [↑](#endnote-ref-3)
4. FTA website [↑](#endnote-ref-4)
5. <http://www.allgov.com/news/appointments-and-resignations/federal-transit-administrator-who-is-peter-rogoff?news=839060>, https://www.linkedin.com/in/peter-rogoff-409495a6 [↑](#endnote-ref-5)
6. https://ballotpedia.org/James\_Simpson [↑](#endnote-ref-6)
7. <https://www.linkedin.com/in/jenna-dorn-7b68027?authType=NAME_SEARCH&authToken=abNq&locale=en_US&srchid=3276828871485873642144&srchindex=1&srchtotal=4&trk=vsrp_people_res_name&trkInfo=VSRPsearchId%3A3276828871485873642144%2CVSRPtargetId%3A22897146%2CVSRPcmpt%3Aprimary%2CVSRPnm%3Atrue%2CauthType%3ANAME_SEARCH>

<https://www.aapa.org/WorkArea/DownloadAsset.aspx?id=532>

https://lo.bvdep.com/PeopleDocument.asp?PersonId=-1&LDIPeopleId=442708&Save=0 [↑](#endnote-ref-7)