

**Position ID**

E17-39

**Position Title**

Policy Liaison

**Office Name**

CMTS and BTS, CMTS and BTS

**Portfolio Summary**

This unique full-time position provides important professional staff expertise within the CMTS Executive Secretariat, dedicated staff body of the cabinet-level U.S. Committee on the Marine Transportation System (CMTS) and to the Bureau of Transportation Statistics (BTS). Project management skills will be utilized in targeted areas such as Maritime Energy and Emissions and U.S. Arctic maritime transportation, as well as big data analysis; ocean, coastal, and inland port and waterway data and statistical analysis; supporting a maritime-focused Federal Advisory Committee, and assisting in the development of the port performance freight statistics annual report to Congress, as well as specialized CMTS and BTS projects as appropriate to the Fellow's expertise and interests. The CMTS was chartered in 2005, and authorized in 2012, to coordinate Federal marine transportation policy, including the Arctic. The Bureau of Transportation Statistics is a Federal statistical agency located within the Office of the Secretary of Transportation, Office of the Assistant Secretary of Research and Technology. The position provides an unique opportunity to work, team, and network with professionals from 30 Federal Departments and agencies (including NOAA; U.S. Coast Guard; U.S. Army Corps of Engineers; Departments of Energy and Interior; EPA) and White House offices (including Office of Science and Technology Policy; National Ocean Council; Arctic Executive Steering Committee) to enhance Federal interagency policy development for the MTS. Working under the direct supervision of the Executive Director (Knauss Fellow '83) and working with the Director of BTS and senior staff from both organizations, the Fellow will have an opportunity to draft, propose, and recommend actions that affect high-level Federal Government policy. The Fellow will represent the CMTS at all National Ocean Policy-related activities and support work related to DOT, CMTS, and BTS data and port performance freight statistics program. The Fellow will have direct responsibility to manage 1-2 big projects and support CMTS operations. The Fellow will be encouraged to observe and report on Congressional hearings and briefings, attend high-level policy meetings and industry activities, as appropriate. The knowledge gained from the experience will provide foundational skills and expertise which may assist in acquiring further employment in government and the private sector. The position is located at the Department of Transportation, a Gold LEED state-of-the-art Federal office building in Southeast Washington, across the street from the Navy Yard Metro station, and located walking distance to the U.S. Capitol, Nationals Stadium, Eastern Market, and the Southwest Waterfront.

**Expertise Desired**

Enthusiastic interest to learn more about the maritime transportation nexus with the marine and coastal environments and contemporary studies to improve historic and real-time data analysis. Interpersonal skills and self-motivated with an interest to expand their knowledge of Federal Government initiatives, strategic processes, and agencies (a great skill should engagement with the Federal Government be a career objective). Working knowledge of Microsoft Office applications including Word, Excel, PowerPoint, Access, and Outlook as well as statistical software packages such as SAS. Ability to conduct data and time-series analysis, perform statistical research and document methodology a plus, and write technical papers and background briefs both independently and within a team for high-level Federal

Government officials. Enthusiastic interest to learn more about the maritime transportation nexus with the marine and coastal environments and contemporary studies to improve historic and real-time data analysis.

**Travel within DC (days per month)**

3-4 Days/Month Days/Month Days/Month

**Travel outside DC (days per month)**

Pursuant to Funding Days/Month Days/Month Days/Month

**Accepts Foreign Nationals**

No