

Summary of Universal Professional Planner Skills.

Every profession has an approach for preparing its in-coming professionals with the knowledge and skills necessary for success. The process for developing the education and training programs designed to produce high quality professionals in any field include a vision of prototypical practitioner, the strategy for producing such a person and the actions necessary to achieve the desired result.

The purpose of this paper is to describe the process in overview and then to focus on skills; the universal or basic skills that enable professionals to be successful in many different areas of endeavor; an essential attribute with the rapidity of change in the workplace. The knowledge one has today may soon be obsolete; but universal skills survive and become applicable in a wide variety of settings.

Vision:

New professionals will be prepared to succeed to leadership roles. The profession and their associated universities work to produce graduates with specific and comprehensive knowledge supported by universal skills necessary to excel in their selected field of endeavor as it evolves in this age of technological change.

Consider professional urban and regional planners preparing for positions in public, institutional and private organizations. It is envisioned that graduates will become leaders in their chosen industries by serving as planning and development directors for public agencies, institutions or private businesses. Graduates are also prepared to use their education to advance in their organizations to become city/county administrators, managing directors of institutions or presidents of private businesses.

Strategy: To design and teach classes with internships and outreach opportunities that accentuate specific and comprehensive knowledge offered to every student while inculcating each with the universal skills necessary to practice their chosen profession at a high level.

Strategic objectives: The field of urban and regional planning address three areas of expertise:

- a. **Specific knowledge** focuses on the professional mastery of urban and regional planning issues ranging from land use to urban design to infrastructure to historic preservation to multi-modal transportation systems to economic development to social infrastructure design to public finance. Graduates should be expert in traditional professional subjects.
- b. **Comprehensive knowledge** focuses on global issues including, at least, sustainability, new technologies, climate, international trade, labor markets and geopolitics. Graduates should be aware of the big issues facing the world and their role in the global system. AI, blockchains and metaverses are but a few of the tools applicable to analysis and communication with stakeholders, peers and decision-makers.

- c. **Universal, or basic, skills** are the aptitudes necessary to perform well in any professional capacity. They include writing, speaking, listening, graphics, stand-up, business math, data management, GIS, networking, all social media platforms, research, systems design and a variety of technologies that one can expect to become of general use in analysis and community participation. Universal skills are appreciating personal assets that travel well through time and across industries.

Survey of Basic Skills.

The internet reports the findings of many organizations and universities on the subject of basic professional skills. A summary of three sources is presented below. **The consensus skills are: Communication, leadership, teamwork and flexibility/adaptability.** The link is provided to direct your attention to the full articles where each source provides a detailed discussion of the skills required for a successful professional career in your current and future profession.

The Balance Career

LINK:

<https://www.thebalancecareers.com/top-skills-every-professional-needs-to-have-4150386>

- Communication
- Public Speaking
- Teamwork
- Time Management
- Leadership
- Flexibility
- Personal Skills

University of Colorado Boulder

LINK:

<https://www.colorado.edu/today/2019/04/17/10-essential-skills-youll-need-career-success>

- Communication
- Problem solving
- Teamwork
- Initiative
- Analytical, quantitative
- Professionalism, work ethic
- Leadership
- Detail oriented
- Digital technology
- Adaptability

Indeed Career Guide

LINK:

<https://www.indeed.com/career-advice/career-development/professional-skills>

- Leadership
- Teamwork
- Emotional intelligence
- Organization
- Flexibility
- Communication
- Self-motivated
- Problem-solving
- Openness to learning
- Integrity
- Self-confidence
- Public speaking
- Open-mindedness
- Professionalism
- Positive attitude

CT.org believes all the above-enumerated skills are important and transferable between professions. If one knows how to write, e.g., almost every profession values a good writer. The items missing from the three lists are technological. It seems a sound foundation in a variety of technological systems, platforms and programs will be required of every successful urban planning practitioners.

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