

Who is lan?

Hi! My name is Ian, and I'm a city planner. City planners are responsible for figuring out how to best use the land and resources in an area.



City planners have a lot of responsibilities! Here are a few examples:



Figure out what locations are best to build new buildings or parks.



Analyze traffic patterns to figure out where roads should be built so there is less traffic.



Assess whether older buildings need to be repaired or torn down if they are unsafe.

Did you know?

City planners are usually committed to making cities more sustainable. Sustainable cities minimize the impact that humans have on the environment because they aren't using up many resources, like coal and natural gas. Sustainability means that a city uses renewable resources in a way that doesn't hurt the environment, so that future generations can live there too. For example, using energy from the sun or wind to power a city is sustainable!



Applying for a Job

I just finished my Master's degree in Urban and Environmental Policy and Planning. A Master's degree is an advanced degree that you can get after college. Right now, I am looking for my first job as a city planner. To find a job, I am using a website called Indeed. When you go on Indeed, you can search for a certain type of job in a certain location. I am going to look for a job in the Midwest so I can be near my family who lives in Wisconsin. When you search for a job on Indeed, you can type in job titles or keywords. I am going to search for keywords like urban planning and environment.



It can take some time to figure out what job titles to use in my search. Today, I spent 3 hours looking around on Indeed. I also had to text a friend to get some advice on what some good search terms might be. It can be tricky figuring out what job titles to use to find a job that I am qualified for! My friend suggested using the words "entry level" and "assistant." That way, I can look for jobs that someone without a lot of experience can do well in. I want a job that will let me use what I learned in college and also help me develop more skills!



Take a look at my recent job search history. I'm hoping the keywords I'm using will help me find the right job!

Job Posting

After searching for jobs on Indeed, I found 10 jobs that I am going to apply for! 10 jobs might sound like a lot. However, my grandma told me that you usually have to apply to a lot of jobs before you get one!

Job Title: Assistant City Planner

Company or Organization: City of Milwaukee

Location: Milwaukee, Wisconsin

Salary: \$45,000 plus benefits

Education: Masters' Degree in city planning or related field is required.

Description:

This is an entry-level job. As an assistant city planner, you will be in charge of managing small portions of larger tasks under the direction of the head city planner.

Duties and Responsibilities:

- Work with city planners to solve air pollution problems in Milwaukee.
- Develop a drainage system that helps the city avoid flooding while not polluting the Menomonee River.
- Design an educational program that will encourage Milwaukee citizens to reduce power consumption between the most popular times of day (5pm to 9pm) to reduce the drain on the city's power grid.

Perks

- Ten days of paid time off.
- You can bring a dog or cat to the office.
- Wear casual clothes to work.
- Free lunch in the office every Friday.

Next Steps: Submit a resume and cover letter to Shauna, the hiring manager.



JOB SEARCH

Next Steps

Now that I have identified some jobs that I am interested in, it is time to type up a resume and cover letter! These documents will provide the hiring manager with information about my background and why I think I am qualified for the job.





In my cover letter, I am going to talk about how I worked on a project in graduate school about reducing pollution in large cities.



I want the hiring manager to know that I have experience in designing and implementing a big project focused on reducing pollution. For the project, I was in charge of researching how air pollution monitors can be used to measure air pollution in a city.



The monitors will track what buildings are in the areas that have the worst quality air due to traffic and other pollutants. From there, city planners can figure out how to reduce the pollution in these areas.

Did You Know?

Cover letters and resumes are different from one another. A cover letter is your opportunity to introduce yourself to a potential employer. Cover letters allow you to tell a little about yourself and why you want the job. A resume is less personal than a cover letter. It is a simple listing of your education, experience, and accomplishments. Most employers require applicants to submit both!