

# Transport Planning Society

## TPS Professional Development Scheme (PDS)

### Can you help TPS to support the transport planners of the future?

The PDS is the industry standard for training young transport planners, especially graduates who may have a great diversity of first degrees. It provides a key staging post in working toward the Transport Planning Professional (TPP) qualification. As well as work by the core Skills Team, TPS has a number of PDS Reviewers responsible for two key tasks. The first is to guide and support trainees when they first move into the profession and are progressing through PDS. The second is to assess, through a face to face review, whether they have achieved the breadth and depth to formally complete PDS.

The PDS is implemented by employers licensed to use the scheme and a key role is to ensure a consistent approach for trainees in offices wherever they are in the UK and beyond. Reviewers report to a PDS Review Manager and are part of a wider Skills Team which also includes the Society's Skills Director of Skills, a PDS Operations Manager and an Administrator who is responsible for the management of PDS licenses alongside other TPS management functions.

For those aiming to achieve TPP, following the path through PDS gives them greater assurance of success at TPP Review. In addition, the completion of PDS, gives them an interim recognition of professional development.

### You can make a positive contribution:

- Meeting many impressive young people enthusiastic for Transport Planning
- Helping them in achieving their ambitions
- Giving welcome and appreciated advice on a trainee's development
- Passing on your knowledge and experience from your years in the profession
- Keeping in touch with the Transport Planning profession and on-going developments.

### What experience do you need to have?

- Broad and deep knowledge and experience across Transport Planning disciplines in either the private or public sector
- An awareness of PDS and TPP processes and requirements (*a full understanding of the detail of these can be quickly attained by an experienced professional*)
- A passion for helping young professionals.

After some initial training, new Reviewers will shadow experienced Reviewers before working independently.

### How it works

- In consultation with the Review Manager, Reviewers make their own arrangements for Review visits at time to suit the licensees and themselves.
- A reviewer will typically do around 10 visits per year; in addition the Reviewer will be invited to meet up for a day with the other Reviewers and Licensees in the ICE in London each June and December.
- In a day's visit a Reviewer will normally see up to 3 trainees although this will depend upon the region and the number of trainees in the licensee's offices. Reviewers may sometimes see more than 3 trainees in a day, if feasible.
- Following the visit a Reviewer writes a short report summarising their findings and recommendations.

- Opportunities also exist for carrying out remote reviews from a home office, for example, as a follow-up to a Review visit.

### **What is being assessed?**

The objectives of the PDS Review Process are to ensure:

- Trainees are providing sound and relevant evidence for PDS objectives
- Trainees have the support they need to complete the PDS successfully
- PDS mentors are providing each of their trainees with sound advice on their progress through the PDS
- All PDS mentors work to similar standards when signing off PDS Objectives
- Trainees completing the PDS have obtained the knowledge and experience required for award of a TPS Certificate of PDS Completion
- Licensed users, through their PDS manager, are managing the PDS within their organisation to support PDS and meet the Society's guidelines for the scheme.

### **Remuneration**

The Society will pay you a sum for each visit to a PDS Licensee plus a further amount related to the number of trainees seen during the visit. Payments are also made for remote reviews, final reviews and meetings with other Reviewers.

The Society will also pay all the reasonable travel and subsistence expenses you incur in meeting with PDS licensees and their staff and in attending the PDS Reviewer meetings organised by the Society.

### **Further information**

A full Role Description for a Reviewer is available for those wishing to know more or please contact the PDS Review Manager, Keith Youngman ([keith@theyoungmans.co.uk](mailto:keith@theyoungmans.co.uk)) for more information.