People Skills for Policy Analysts

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Policymaking is of its very nature a people-centered business-a good reason why highly effective policy analysts display not only superb technical expertise but excellent people skills as well. Those "people skills" include the ability to manage professional relationships, to learn from others about policy issues, to give presentations, to work in teams, to resolve conflict, to write for multiple audiences, and to engage in professional networking. Training programs for policy analysts often focus on technical skills. By working to enhance their people skills, policy analysts can increase their ability to produce technical work that changes minds. Fortunately, this unique book fills the gaps in such programs by covering the "people side" of policy analysis.

Beyond explaining why people skills matter, this book provides practical, easy-to-follow advice on how policy analysts can develop and use their people skills. Each chapter provides a Skill Building Checklist, discussion ideas, and suggestions for further reading. *People Skills* is essential reading for anyone engaged in public policymaking and public affairs as well as all policy analysts. Completely changing how we think about what it means to be an effective policy analyst, *People Skills for Policy Analysts* provides straightforward advice for students of policy analysis and public management as well as practitioners just starting their professional lives.

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