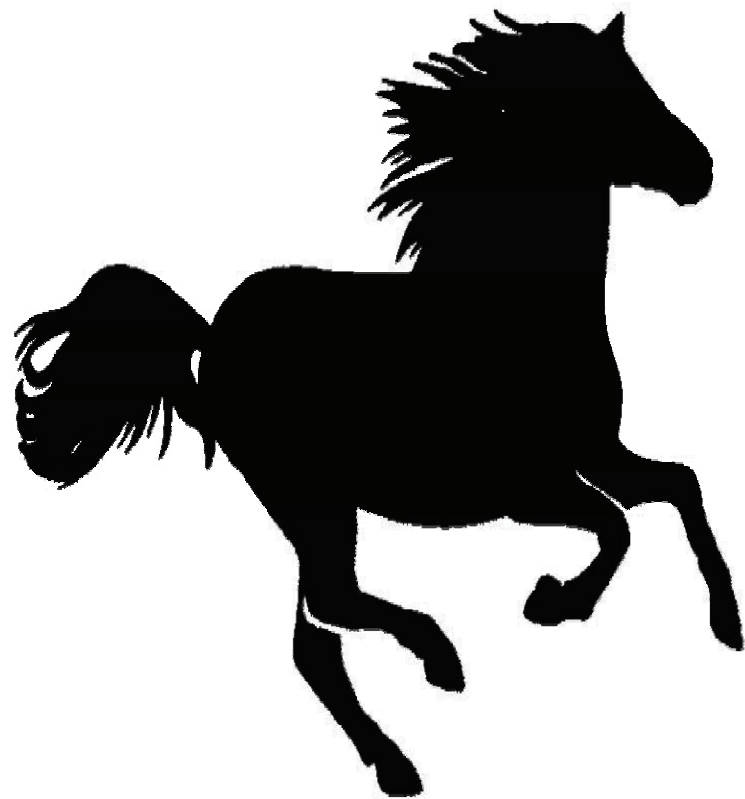


Exploring Careers



MR. BECKWITH
MRS. COOK
MR. EBERHARD
MRS. JEWELL
MRS. SCHMITT
MRS. THOMAS

Name _____

Date _____

Future Planning Process

SELF-INFORMATION

- interests
- abilities
- values

CAREER INFORMATION

- nature of work
- education/training required
- job outlook

IMPLEMENTATION

- academic transcript built throughout high school
- resume of activities/volunteer work/etc.
- selection of post-secondary training programs
- college/military/employment placement options
- application to post-secondary placement
- ongoing re-evaluation of "fit" between self &

When Exploring Your Career Interests, Ask Yourself These Important Questions:

What are the **JOB REQUIREMENTS**?

Does the career match **WHO I AM** and **WHAT I WANT** in life?

What kind of **EDUCATION/TRAINING** is needed?

WHERE can I obtain that education/training?

What is the **ECONOMIC OUTLOOK** in this field?

Things to check on during the Freshman/Sophomore Year

1. Develop Tentative Future Plan

- ongoing career exploration using
 - Bridges –Guidance Central
 - Career Books
 - Other Resources as needed
- complete
 - “Do What You Are” personality inventory
 - Interest Inventory on Bridges
 - Work Values on Bridges

Careers that I might consider:

I Plan to Attend (circle one)

- | | |
|--|---|
| <input checked="" type="checkbox"/> Technical/Career/Art College | <input checked="" type="checkbox"/> 2 Year College |
| <input checked="" type="checkbox"/> 4 year College | <input checked="" type="checkbox"/> Enter Workforce |

2. Pay Attention to your Academic Transcript

Goal for cumulative GPA is _____

Goal for Class Rank is _____

.....REMEMBER:

- Do your best work possible in all classes
- All course grades count into your cumulative GPA, which will help determine how broad your future options will be!
- Consider taking AP, ACE, RIT and Occupational Education classes
- For College Bound Students consider taking the PLAN test (practice for the ACT) and SAT Subject Tests

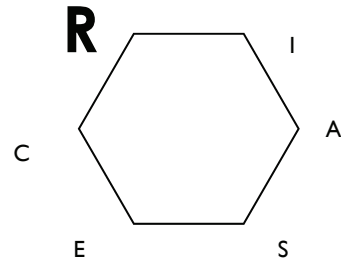
3. Self-Development Beyond Academics

- Participate in community service activities
- Participate in school & community organizations
- Participate in summer academic, career, employment and volunteer programs.

Activities:

REALISTIC

“Doers”



Are You:

- Mechanically Inclined
- Athletic
- Practical
- Independent
- Curious about the Physical World
- Stable
- Self-Reliant

Do You Like

To:

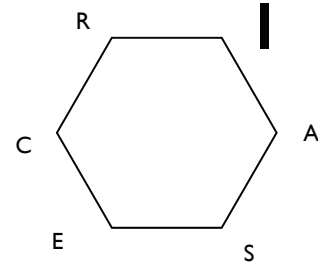
- Work out doors
- Use your hands
- Be Physically active
- Enjoy Sports
- Work with tools
- Work alone
- See the results of your work

Occupations Might Include:

- Airline Pilot
- Automotive Mechanic
- Broadcast Technician
- Dental Lab Tech.
- Firefighter
- Truck Driver
- Engineer
- Computer Programmer

Investigative

“Thinkers”



Are You:

- Analytical
- Precise
- Cautious
- An Abstract Problem Solver
- Curious
- Independent
- Scientific

Do You Like

To:

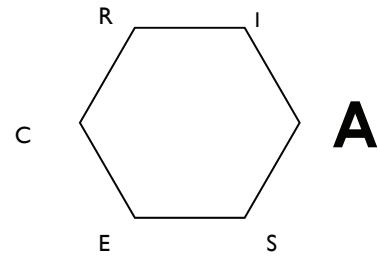
- Explore Ideas
- Use Computers
- Learn by reading, studying and investigating
- Use Math
- Think Abstractly

Occupations might include

- Detective
- Scientist
- Psychologist
- Physician
- Criminologist
- Mathematician
- Medical Assistant

Artistic

“Creators”



Are You:

- Creative
- Emotional
- Imaginative
- Expressive
- Impulsive
- Original
- Work according to your own rules

Do You Like To:

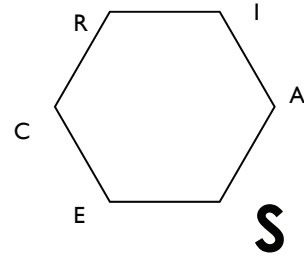
- Attend concerts, theaters, art exhibits
- Work on crafts
- Take Photographs
- Write poetry or stories
- Play an Instrument
- Draw

Occupations might include

- Actor/Actress
- Chef
- Graphic Designer
- Musician
- Writer
- Journalist
- Interior Decorator
- Architect

Social

“Helpers”



Are You:

- Friendly
- Helpful
- Outgoing
- Cooperative
- People oriented
- Sympathetic
- Humanistic

Do You Like To:

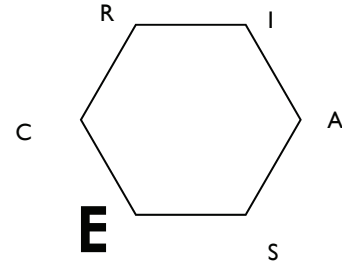
- Work in groups
- Participate in meetings
- Work with young people
- Belong to clubs
- Make new friends
- Help others with problems

Occupations might include

- Counselor
- Teacher
- Clergy Member
- Nurse
- Travel Guide
- Flight Attendant
- Recreation worker
- Social Worker

Enterprising

“Persuaders”



Are You:

- Self-confident
- Assertive
- Sociable
- Energetic
- Outgoing
- Persuasive
- Competitive

Do You Like To:

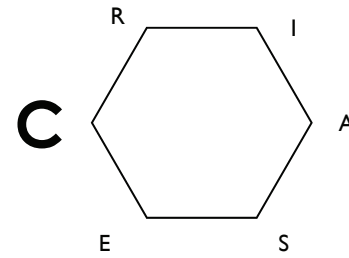
- Make decisions
- Meet important people
- Have power or status
- Speak in front of groups
- Discuss politics
- Be a leader
- Sell things

Occupations might include

- Lawyer
- Politician
- Manager
- Real Estate Agent
- Retail Buyer
- Sales Representative
- Judge

Conventional

“Organizers”



Are You:

- Well-organized
- Accurate
- Efficient
- Orderly
- Practical
- Dependable

Do You Like To:

- Keep good records
- Follow clearly defined procedures
- Work with numbers
- Be responsible for details

Occupations might include

- Court Reporter
- Accountant
- Computer Operator
- Secretary
- Bank Teller
- Budget Analyst
- Dental Assistant
- Payroll Clerk

Remember – **EDUCATION PAYS!!!!**
In general, the greater the number of
years of education, the greater the
earning potential.



Median Annual Earnings
By Educational Attainment, 2005

Professional Degree:	\$100,000
Doctoral Degree:	\$79,000
Master's Degree:	\$61,300
Bachelor's Degree:	\$50,900
Associate's Degree:	\$40,600
Some college, no degree:	\$37,100
High School Graduate:	\$31,500
Not a High School Graduate:	\$23,400

Source: College Board

Career Information on the Internet

www.bridges.com - Bridges is a career resource provided for Horseheads students by Horseheads School District. This site provides career and college exploration, interest inventories, value and skill assessments, as well as "Do What You Are" personality type profiler.

Site ID: 0037240 Password: horse

www.nycareerzone.org - Career Zone provides self-assessment, information on 900+ occupations, job preparation, college preparation tests and civil service exams, and links to apprenticeships, college, internship and military site.

www.myfuture.com - My Future has information on military service, volunteer work, vocational/technical education, internship and apprenticeships. Work interest quiz, resume, cover letter and interview tips, funding college and money management.

www.careerkey.org - Provides help in choosing a career, choosing a college or training program, and career planning. Identify promising jobs and get information about them.

www.mapping-your-future.org - Information about planning a career, year-by-year checklists for high school students, researching occupations, internet resources, help with selecting a college and the financial aid process.

www.bls.gov/oco/ - Occupational Outlook Handbook is the US Department of Labor reference information on occupations form a-z.

www.quintcareers.com - Quintessential Careers provides career profiles, links to vocational information, self assessment forms and career exploration exercises, career research checklist, and help with choosing a college major.

www.snagajob.com - SnagAJob is the largest site for finding part-time jobs and internships. Search by type of job, location and zip code to generate a list of jobs.

www.grovejob.com - Search for part-time jobs, internships and volunteer opportunities by zip code or state.

www.studentjobs.gov - US government internships, co-ops, summer employment and part-time or permanent positions.

www.labor.state.ny.us - New York State Department of Labor site provides an a-z index of jobs in NYS, as well as jobs in demand and projections.



Career Development Council

Career Development Council provides Horseheads High School Students an opportunity to learn about different careers through Job Shadowing, Career Panels and Internships

What is SHADOWING?

A shadowing enables you to spend part of a day with an adult in a career you are interested in at that person's work-site. You will learn about the job responsibilities, the format of a typical day, the salary range, and the work environment. You must provide your own transportation to the experience. Shadows can be done during or after school time depending on both the student's and host's availability.

What is a CAREER PANEL?

These are informational meetings arranged around a particular career field. There is a panel discussion by adults followed by student question time. This is a larger group activity. It can help provide awareness to a field. Watch for flyers...panels this year will be on education, medicine, engineering, law enforcement, and human service careers. Career Panels are held during school hours. Transportation may be provided. Sign up in Guidance - space is limited, and seniors have priority.

What is an INTERNSHIP?

An internship is a 6 week (30 hours) or 12 week (60 hours) work experience for school credit. Students must be a junior or senior with an excellent attendance record and a strong interest in a specific career area. There are weekly homework assignments and a short research project that must be completed in order to receive full credit. All internships are held after school. Interested students should talk to their guidance counselor before applying for the internship.

How to Sign up for a Job Shadow:

1. Fill out the sign up sheet when it is passed around today.
2. Meet with Mrs. Lynch in the Guidance Office to narrow down your range of interest.
3. Fill out the Shadow Request Form
4. Complete and return the Class Release Form and arrange for transportation
5. On the day of the shadow, arrive on time, dressed appropriately, and ask questions. Call your Business Host if you have to cancel.
6. Return to school promptly if your shadow ends before the school day is over.

How to Sign up for a Career Panel:

1. Preview the list of tentative Career Panels on the reverse side and choose one or two
2. Sign up when you hear an announcement for the panel or let Mrs. Lynch know you want to attend the panel.
3. Complete and return the Class Release Form. Transportation may or may not be provided.
4. On the day of the Career Panel, arrive on time, dressed appropriately and ask questions.
5. Return to school promptly after the Career Panel concludes.

**Mrs. Lynch - Guidance Office, Tuesdays & Wednesdays
during Periods 5/6 & 7/8**

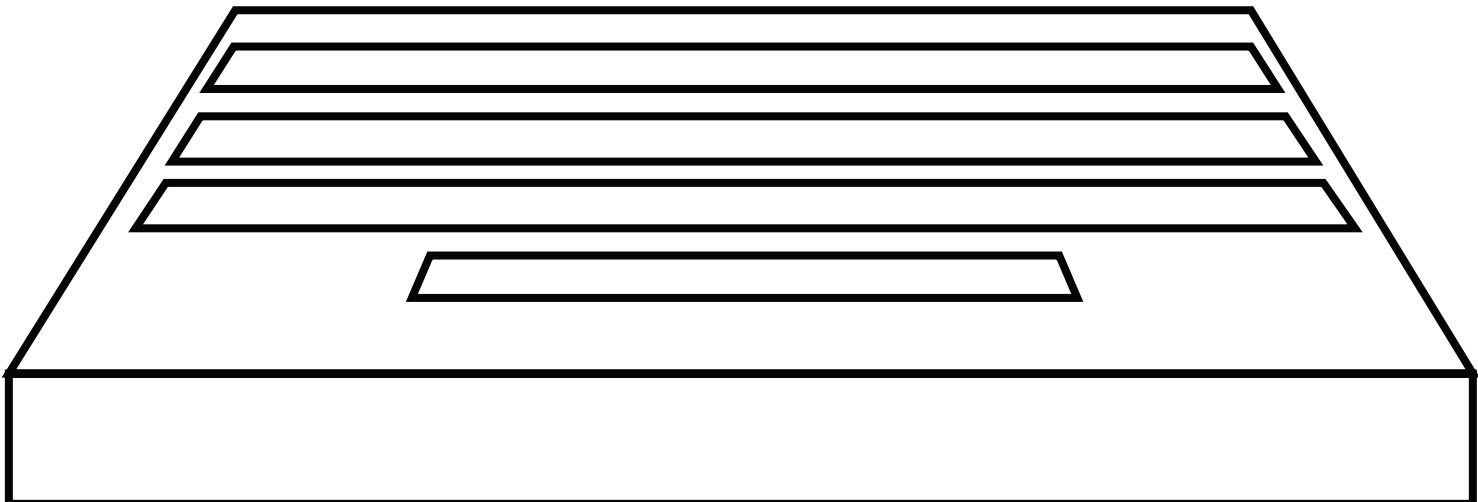
RESOURCES FOR LEARNING MORE ABOUT CAREERS

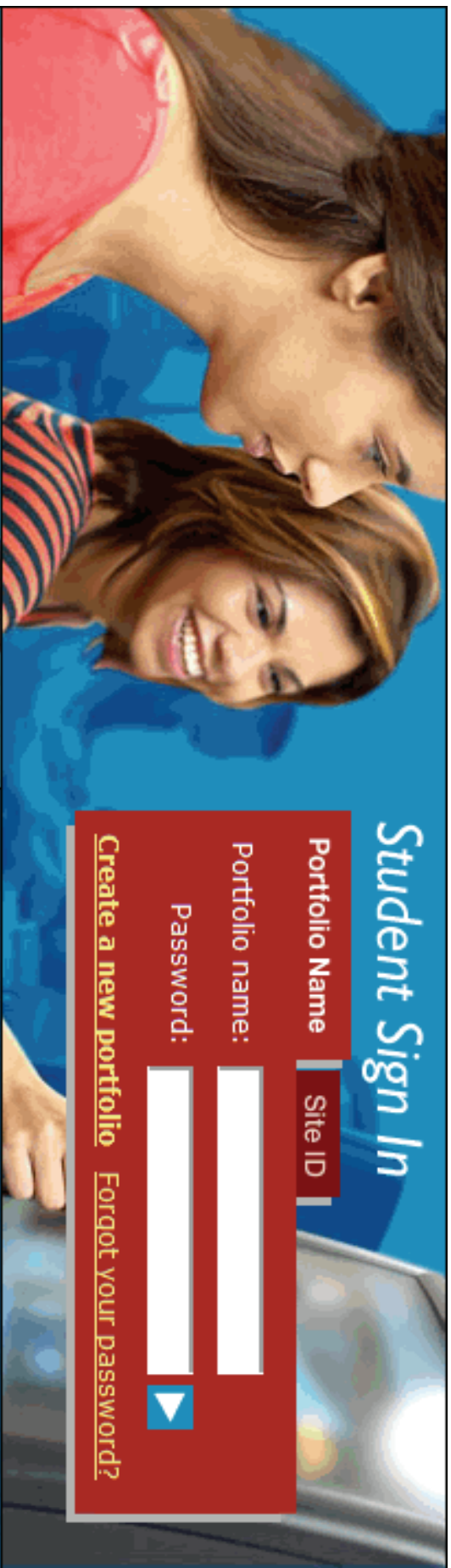
Chronicle Briefs
These are printed individual career profiles available on a wide variety of occupations. They are stored in binders in the Guidance Office.

There are a variety of opportunities for students to enrich their learning and discover careers at the same time. Stop in for information about summer programs both in New York State and throughout the country!

Our Guidance Office library has a wide variety of books available provide information on specific careers, general career fields, or careers that are related to a favorite school subject. There are also books available on Careers Without College and books about Trade and Technical courses

The Guidance Office has information about the Army, Navy Air Force, Marines, Coast Guard and National Guard, as well as the AmeriCorp, and Job Corp. programs.





Student Sign In

Portfolio Name **Site ID**

Portfolio name:

Password:

[Create a new portfolio](#) [Forgot your password?](#)



Parents

[Sign In](#) ▼

Help your child achieve their best. Sign in and see how Bridges products can help.



Educators

[Sign In](#) ▼

Help your students explore career and education options, then track their progress as they create successful plans. Sign in now to get started.

Support

Find user help, technical support and product updates.

[Support](#) ▼

Products and Services

Learn more about Bridges' offerings.

[Products and Services](#) ▼

Corporate

Get more information about Bridges Transitions.

[Corporate](#) ▼

Post-Secondary Students and Adults



Access to our Adult version [Choices Planner CT](#) ▼

Students

Thinking about your future?
Try one of the tools below.

YOUR TOOLS

Career and education options in an easy to understand format



Choices Explorer
Explore your career and education options.



Research careers, majors and colleges



Choices Planner
Plan your future work and learning.

Determine your personality type and careers that match it



Do What You Are
Learn about your personality type and discover your strengths, weaknesses, preferences and potential career paths.



Planning Your Future

Connect courses, colleges and career options to chart your future.

- [Planning Your Future](#)



College and Post-Secondary

Find out what you'll need to succeed in learning after high school.

- [College and Post-Secondary](#)

WINNERS ANNOUNCED! WINNERS A



VIDEO CONTEST



WINNERS ANNOUNCED! WINNERS A



VIDEO CONTEST



BROWSE CAREERS BY ▾

Career Clusters

Check out careers in the following groups:

- [Agriculture, Food and Natural Resources](#)
- [Architecture and Construction](#)
- [Arts, Audio-Video Technology and Communications](#)
- [Business, Management and Administration](#)
- [Education and Training](#)
- [Finance](#)
- [Government and Public Administration](#)
- [Health Science](#)
- [Hospitality and Tourism](#)
- [Human Services](#)
- [Information Technology](#)
- [Law, Public Safety, Corrections and Security](#)
- [Manufacturing](#)
- [Marketing, Sales and Service](#)
- [Science, Technology, Engineering and Mathematics](#)
- [Transportation, Distribution and Logistics](#)
- [View Descriptions of Clusters](#)
- [Cluster Finder](#)

CAREER FINDER 🔍

Search for careers using things like salaries, skills and interests, to name just a few.

- [Career Finder](#)

Search for careers using just education, salary and field of work.

- [Shortcut Career Finder](#)

COMPARE CAREERS ⚖️

Pick two careers and compare them side by side.

- [Compare Careers](#)

CAREER PLAN BUILDER 🧱

Mix and match your options to create the right lifestyle for you.

- [Sign In to View](#)

GETTING READY TO WORK 🧤

Do your research before you head out on the job hunt.

- [Resume Builder](#)
- [Job Interview Practice](#)
- [Cover Letter Creator](#)
- [Thank-you Letter Builder](#)

Connect Yourself to Careers

Find the right career for you – take an assessment.

- [Interest Profiler](#)
Which careers fit your interests?
- [Work Values Sorter](#)
Connect your work values with careers.
- [Basic Skills Survey](#)
Find out which careers require your basic skills.
- [Cluster Finder](#)
Find the Career Clusters that match you best.
- [Workplace Skills Checklist](#)
Which careers match your workplace skills?
- [Transferable Skills Checklist](#)
See how the skills you've learned can lead to new opportunities.

PROGRAMS AND MAJORS

Browse by...

Career Clusters

- [Agriculture, Food and Natural Resources](#)
- [Architecture and Construction](#)
- [Arts, Audio-Video Technology and Communications](#)
- [Business, Management and Administration](#)
- [Education and Training](#)
- [Finance](#)
- [Government and Public Administration](#)
- [Health Science](#)
- [Hospitality and Tourism](#)
- [Human Services](#)
- [Information Technology](#)
- [Law, Public Safety, Corrections and Security](#)
- [Manufacturing](#)
- [Marketing, Sales and Service](#)
- [Science, Technology, Engineering and Mathematics](#)
- [Transportation, Distribution and Logistics](#)

- [View Descriptions of Clusters](#)

FIND PROGRAMS BY...

- [Alphabetical List](#)

SCHOOL FINDER

Search for schools by location, programs and other characteristics.

- [School Finder](#)

COMPARE SCHOOLS

Pick two schools and compare them side by side.

- [Compare Schools](#)

FIND SCHOOLS BY...

- [Alphabetical List](#)
Every school from A to Z
- [Regions and States](#)
From Alaska to Wyoming and every place in between

SCHOLARSHIP FINDER

Search for scholarships that match your circumstances.

- [Scholarship Finder](#)

FIND SCHOLARSHIPS BY...

- [Alphabetical List](#)
Every scholarship from A to Z

High School Planning

Plan your courses and see how they connect to careers and post-secondary options.

- [High School Planning](#)
- [Course Plan Builder](#)

Federal Financial Aid

Learn more about Federal Financial Aid Programs you may not have known about.

- [Federal Financial Aid](#)

Be smart about college by planning now. Take charge of your life.

- [Introduction](#)

What you should be doing in:

- [8th Grade](#)
- [9th Grade](#)
- [10th Grade](#)
- [11th Grade](#)
- [12th Grade](#)

Make sure you have all your bases covered:

- [Checklist](#)

ALL ABOUT YOU



Store info about you: your skills, interests and the courses you've taken.

- [Sign In to View](#)

THINGS YOU SAVED



Check out the careers and education options you've been most interested in.

- [Sign In to View](#)

YOUR PLANS



Try the Career Plan Builder and keep track of the future options that interest you most.

- [Sign In to View](#)

YOUR ACTIVITIES



See which assignments and tasks you've completed and what's left to do.

- [Sign In to View](#)

YOUR JOURNAL



Record your ideas and questions as you figure out what to do after high school.

- [Sign In to View](#)

What Next?

- [Sign In to your Portfolio](#)

Import and Merge

More than one portfolio?
Merge your information from another portfolio into this one.

- [Sign In To Your Portfolio](#)

Upload session files from the CD-based version of Choices.

- [Import from Choices](#)

Horseheads High School

Register

If you are a student and have not registered with ACHIEVEworks.com, please click the "Register Here" button below.

[Register Here](#)

Login

Already have an account? Please login below.

Username:

Password:

[Forgot your password?](#)

[Log In](#)

Horseheads High School

Registration

First Name:

Last Name:

Email (optional):

Grade:

Gender: Male Female

Graduation Year:

My counselor is:

Please choose a username that is at least 6 letters and/or numbers.

Username:

Confirm Username:

The password you create must consist of 6-10 letters and/or numbers and is case sensitive.

Password:

Confirm Password:

Please tell us if we can share your results with your parent. If you check 'Yes', please provide your parent's name and email address.

I give my permission: Yes No

Parent First Name:

Parent Last Name:

Parent Email:

Register

Table 1. Fastest growing occupations and occupations projected to have the largest numerical increases in employment between 2006 and 2016, by level of postsecondary education or training

<i>Fastest growing occupations</i>	<i>Occupations having the largest numerical job growth</i>
<i>First-professional degree</i>	
Veterinarians Pharmacists Chiropractors Physicians and surgeons Optometrists	Physicians and surgeons Lawyers Pharmacists Veterinarians Dentists
<i>Doctoral degree</i>	
Postsecondary teachers Computer and information scientists, research Medical scientists, except epidemiologists Biochemists and biophysicists Clinical, counseling, and school psychologists	Postsecondary teachers Clinical, counseling, and school psychologists Medical scientists, except epidemiologists Computer and information scientists, research Biochemists and biophysicists
<i>Master's degree</i>	
Mental health counselors Mental health and substance abuse social workers Marriage and family counselors Physical therapists Physician assistants	Clergy Physical therapists Mental health and substance abuse social workers Educational, vocational, and school counselors Rehabilitation counselors
<i>Bachelor's or higher degree, plus work experience</i>	
Actuaries Education administrators, preschool and child care center/program Management analysts Training and development specialists Public relations managers	Management analysts Financial managers Computer and information systems managers Medical and health services managers Training and development specialists
<i>Bachelor's degree</i>	
Network systems and data communications analysts Computer software engineers, applications Personal financial advisors Substance abuse and behavioral disorder counselors Financial analysts	Computer software engineers, applications Accountants and auditors Business operations specialists, all other Elementary schoolteachers, except special education Computer systems analysts
<i>Associate degree</i>	
Veterinary technologists and technicians Physical therapist assistant Dental hygienists Environmental science and protection technicians, including health Cardiovascular technologists and technicians	Registered nurses Computer support specialists Paralegals and legal assistants Dental hygienists Legal secretaries
<i>Postsecondary vocational award</i>	
Makeup artists, theatrical and performance Skin care specialists Manicurists and pedicurists Fitness trainers and aerobics instructors Preschool teachers, except special education	Nursing aides, orderlies, and attendants Preschool teachers, except special education Automotive service technicians and mechanics Licensed practical and licensed vocational nurses Hairdressers, hairstylists, and cosmetologists
<i>Work experience in a related occupation</i>	
Sales representatives, services, all other Gaming managers Gaming supervisors Aircraft cargo handling supervisors Self-enrichment education teachers	Executive secretaries and administrative assistants Sales representatives, services, all other Sales representatives, wholesale and manufacturing, except technical and scientific products First-line supervisors/managers of food preparation and serving workers First-line supervisors/managers of office and administrative support workers
<i>Long-term on-the-job training</i>	
Audio and video equipment technicians Interpreters and translators Athletes and sports competitors Motorboat mechanics Automotive glass installers and repairers	Carpenters Cooks, restaurant Police and sheriff's patrol officers Plumbers, pipefitters, and steamfitters Electricians
<i>Moderate-term on-the-job training</i>	
Medical assistants Social and human service assistants Gaming surveillance officers and gaming investigators Pharmacy technicians Dental assistants	Customer service representatives Bookkeeping, accounting, and auditing clerks Truck drivers, heavy and tractor-trailer Medical assistants Maintenance and repair workers, general
<i>Short-term on-the-job training</i>	
Personal and home care aides Home health aides Gaming and sports book writers and runners Physical therapist aides Amusement and recreation attendants	Retail salespersons Combined food preparation and serving workers, including fast food Office clerks, general Personal and home care aides Home health aides