

The Career Cruiser

A Career and Education Planning Guide

2007- 2008

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Online Teacher’s Guide: <http://www.firn.edu/doe/workforce/publicat.htm>

TAKE THE WHEEL – IT’S YOUR FUTURE!

What an exciting time to be cruising into your future through Florida’s education system! Starting in 2007-2008, 9th graders in Florida will be taking the wheel to steer their own education by selecting a Major Area of Interest! In other words, the student will be choosing electives based on their individual interests. Pretty cool! Learning about a particular profession or skill area, knowing your options beyond high school, and getting a jump on the world of work is a fantastic opportunity to begin preparing a plan for your future. And let’s face it; you plan your weekends, your free time, and what you’re going to wear for that matter. Why leave your future to chance? So, what if you change your mind? That’s part of learning more about yourself. This guide will get you moving into first gear through self-awareness and career exploration. Good luck!

Photos courtesy of Swift Creek Middle School, Tallahassee

The Road Ahead . . . Which Path Will You Take?

Life is a journey filled with many twists and turns. While the journey can be exciting, it's a good idea to know where you are going so you can decide how to get there. That's what career development is all about. Getting the knowledge and skills you need to make more informed career decisions. Right now is an excellent time to develop skills that will help you manage your career throughout life. The following steps can get you started down a pathway for a lifetime of choices:

1. Get to know yourself
 - A. Learn about your interests, what you like and dislike.
 - B. Study your personality and how it fits into different work environments.
 - C. Your values can also help to determine where you work and how you want to work.
 - D. Don't forget skills; ones you develop throughout school and those you continue to develop past high school.

2. Be Informed
 - A. Learn about the economy, the labor market, and the impact of technology on jobs.
 - B. Explore occupations and how they connect to your interests and abilities.
 - C. Learn about education and training options past high school and how financial aid can be used to finance your education/training.

3. Make a plan
 - A. Identify the careers and career cluster area that you find most interesting.
 - B. Set short and long-term goals.
 - C. Select a Major Area of Interest for high school.
 - D. Develop a high school program of study.

The Career Cruiser, Florida CHOICES (www.flchoices.org), and ePEP (www.FACTS.org) can get you started to learn more about yourself, explore careers, and make plans for the future.

Career Clusters - Interest Survey

Directions: Circle the items in each box that best describe you. You may make as many or as few circles in each box as you choose. Add up the number of circles in each box. Look to see which three boxes have the highest numbers. Find the corresponding career clusters on page 5 to see which career clusters you may want to explore.

WHAT DO YOU LIKE TO DO?

Box 1

Activities that describe what I like to do:

1. Learn how things grow and stay alive.
2. Make the best use of the earth's natural resources.
3. Hunt and/or fish.
4. Protect the environment.
5. Be outdoors in all kinds of weather.
6. Plan, budget, and keep records.
7. Operate machines and keep them in good repair.

Personal qualities that describe me:

1. Self-reliant
2. Nature lover
3. Physically active
4. Planner
5. Creative problem solver

School subjects that I like:

1. Math
2. Life Sciences
3. Earth Sciences
4. Chemistry
5. Agriculture

Total number circled in Box 1 _____

Box 2

Activities that describe what I like to do:

1. Read and follow blueprints and/or instructions.
2. Picture in my mind what a finished product looks like.
3. Work with my hands.
4. Perform work that requires exact results.
5. Solve technical problems.
6. Visit and learn from beautiful, historic, or interesting buildings.
7. Follow logical, step-by-step procedures.

Personal qualities that describe me:

1. Curious
2. Good at following directions
3. Pay attention to detail
4. Good at visualizing possibilities
5. Patient and persistent

School subjects that I like:

1. Math
2. Drafting
3. Physical Sciences
4. Construction Trades
5. Electrical Trades/Heat, Air Conditioning and Refrigeration/Technology Education

Total number circled in Box 2 _____

Box 3

Activities that describe what I like to do:

1. Use my imagination to communicate new information to others.
2. Perform in front of others.
3. Read and write.
4. Play a musical instrument.
5. Perform creative, artistic activities.
6. Use video and recording technology.
7. Design brochures and posters.

Personal qualities that describe me:

1. Creative and imaginative
2. Good communicator/good vocabulary
3. Curious about new technology
4. Relate well to feelings and thoughts of others
5. Determined

School subjects that I like:

1. Art/Graphic Design
2. Music
3. Speech and Drama
4. Journalism/Literature
5. Audiovisual Technologies

Total number circled in Box 3 _____

Box 4

Activities that describe what I like to do:

1. Perform routine, organized activities but can be flexible.
2. Work with numbers and detailed information.
3. Be the leader in a group.
4. Make business contact with people.
5. Work with computer programs.
6. Create reports and communicate ideas.
7. Plan my work and follow instructions without close supervision.

Personal qualities that describe me:

1. Organized
2. Practical and logical
3. Patient
4. Tactful
5. Responsible

School subjects that I like:

1. Computer Applications/Business and Information Technology
2. Accounting
3. Math
4. English
5. Economics

Total number circled in Box 4 _____

Box 5

Activities that describe what I like to do:

1. Communicate with different types of people.
2. Help others with their homework or to learn new things.
3. Go to school.
4. Direct and plan activities for others.
5. Handle several responsibilities at once.
6. Acquire new information.
7. Help people overcome their challenges.

Personal qualities that describe me:

1. Friendly
2. Decision maker
3. Helpful
4. Innovative/Inquisitive
5. Good listener

School subjects that I like:

1. Language Arts
2. Social Studies
3. Math
4. Science
5. Psychology

Total number circled in Box 5 _____

Box 6

Activities that describe what I like to do:

1. Work with numbers.
2. Work to meet a deadline.
3. Make predictions based on existing facts.
4. Have a framework of rules by which to operate.
5. Analyze financial information and interpret it to others.
6. Handle money with accuracy and reliability.
7. Take pride in the way I dress and look.

Personal qualities that describe me:

1. Trustworthy
2. Orderly
3. Self-confident
4. Logical
5. Methodical or efficient

School subjects that I like:

1. Accounting
2. Math
3. Economics
4. Banking/Financial Services
5. Business Law

Total number circled in Box 6 _____

Box 7

Activities that describe what I like to do:

1. Be involved in politics.
2. Negotiate, defend, and debate ideas and topics.
3. Plan activities and work cooperatively with others.
4. Work with details.
5. Perform a variety of duties that may change often.
6. Analyze information and interpret it to others.
7. Travel and see things that are new to me.

Personal qualities that describe me:

1. Good communicator
2. Competitive
3. Service minded
4. Well organized
5. Problem solver

School subjects that I like:

1. Government
2. Language Arts
3. History
4. Math
5. Foreign Language

Total number circled in Box 7 _____

Box 8

Activities that describe what I like to do:

1. Work under pressure.
2. Help sick people and animals.
3. Make decisions based on logic and information.
4. Participate in health and science classes.
5. Respond quickly and calmly in emergencies.
6. Work as a member of a team.
7. Follow guidelines exactly and meet strict standards of accuracy.

Personal qualities that describe me:

1. Compassionate and caring
2. Good at following directions
3. Conscientious and careful
4. Patient
5. Good listener

School subjects that I like:

1. Biological Sciences
2. Chemistry
3. Math
4. Health
5. Language Arts

Total number circled in Box 8 _____

Box 9

Activities that describe what I like to do:

1. Investigate new places and activities.
2. Work with all ages and types of people.
3. Organize activities in which other people enjoy themselves.
4. Have a flexible schedule.
5. Help people make up their minds.
6. Communicate easily, tactfully, and courteously.
7. Learn about other cultures.

Personal qualities that describe me:

1. Considerate
2. Self-motivated
3. Works well with others
4. Outgoing
5. Slow to anger

School subjects that I like:

1. Language Arts/Speech
2. Foreign Language
3. Social Sciences
4. Marketing
5. Food Services

Total number circled in Box 9 _____

Box 10

Activities that describe what I like to do:

1. Care about people, their needs, and their problems.
2. Participate in community services and/or volunteering.
3. Listen to other people's viewpoints.
4. Help people be at their best.
5. Work with people from preschool age to old age.
6. Think of new ways to do things.
7. Make friends with different kinds of people.

Personal qualities that describe me:

1. Good communicator/good listener
2. Caring
3. Non-materialistic
4. Uses intuition and logic
5. Non-judgmental

School subjects that I like:

1. Language Arts
2. Psychology/Sociology
3. Family and Consumer Sciences
4. Finance
5. Foreign Language

Total number circled in Box 10 _____

Box 11

Activities that describe what I like to do:

1. Work with computers.
2. Reason clearly and logically to solve complex problems.
3. Use machines, techniques, and processes.
4. Read technical materials and diagrams and solve technical problems.
5. Adapt to change.
6. Play video games and figure out how they work.
7. Concentrate for long periods without being distracted.

Personal qualities that describe me:

1. Logical thinker
2. See details in the big picture
3. Persistent
4. Good concentration skills
5. Precise and accurate

School subjects that I like:

1. Math
2. Science
3. Computer Tech/ Applications
4. Communications
5. Graphic Design

Total number circled in Box 11 _____

Box 12

Activities that describe what I like to do:

1. Work under pressure or in the face of danger.
2. Make decisions based on my own observations.
3. Interact with other people.
4. Be in positions of authority.
5. Respect rules and regulations.
6. Debate and win arguments.
7. Observe and analyze people's behavior.

Personal qualities that describe me:

1. Adventurous
2. Dependable
3. Community-minded
4. Decisive
5. Optimistic

School subjects that I like:

1. Language Arts
2. Psychology/Sociology
3. Government/History
4. Law Enforcement
5. First Aid/First Responder

Total number circled in Box 12 _____

Box 13

Activities that describe what I like to do:

1. Work with my hands and learn that way.
2. Put things together.
3. Do routine, organized, and accurate work.
4. Perform activities that produce concrete results.
5. Apply math to work out solutions.
6. Use hand and power tools and operate equipment/machinery.
7. Visualize objects in three dimensions from flat drawings.

Personal qualities that describe me:

1. Practical
2. Observant
3. Physically active
4. Step-by-step thinker
5. Coordinated

School subjects that I like:

1. Math/Geometry
2. Chemistry
3. Trade and Industry Courses
4. Physics
5. Language Arts

Total number circled in Box 13 _____

Box 14

Activities that describe what I like to do:

1. Shop and go to the mall.
2. Be in charge.
3. Make displays and promote ideas.
4. Give presentations and enjoy public speaking.
5. Persuade people to buy products or to participate in activities.
6. Communicate my ideas to other people.
7. Take advantage of opportunities to make extra money.

Personal qualities that describe me:

1. Enthusiastic
2. Competitive
3. Creative
4. Self-motivated
5. Persuasive

School subjects that I like:

1. Language Arts
2. Math
3. Business Education/Marketing
4. Economics
5. Computer Applications

Total number circled in Box 14 _____

Box 15

Activities that describe what I like to do:

1. Interpret formulas.
2. Find the answers to questions.
3. Work in a laboratory.
4. Figure out how things work and investigate new things.
5. Explore new technology.
6. Experiment to find the best way to do something.
7. Pay attention to details and help things be precise.

Personal qualities that describe me:

1. Detail oriented
2. Inquisitive
3. Objective
4. Methodical
5. Mechanically inclined

School subjects that I like:

1. Math
2. Science
3. Drafting/Computer Aided Drafting
4. Electronics/Computer Networking
5. Technical Classes/ Technology Education

Total number circled in Box 15 _____

Box 16

Activities that describe what I like to do:

1. Travel.
2. See well and have quick reflexes.
3. Solve mechanical problems.
4. Design efficient processes.
5. Anticipate needs and prepare to meet them.
6. Drive or ride.
7. Move things from one place to another.

Personal qualities that describe me:

1. Realistic
2. Mechanical
3. Coordinated
4. Observant
5. Planner

School subjects that I like:

1. Math
2. Trade and Industry Courses
3. Physical Sciences
4. Economics
5. Foreign Language

Total number circled in Box 16 _____

Match it up!

Now, total your score in each set of questions. Then play the match game on the next page and find the career clusters that match the box where you scored the highest!

The Career Clusters Interest Survey is being used with permission of the: States' Career Clusters Initiative, 2007, www.careerclusters.org.

Check Out Your Career Clusters

Careers that have something in common are grouped together. They may share similar job duties, skills, and industries.

1. Agriculture, Food & Natural Resources - Processing, production, distribution, financing, and development of agricultural commodities and natural resources.
2. Architecture & Construction - Designing, managing, building, and maintaining the built environment.
3. Arts, A/V Technology & Communications - Creating, exhibiting, performing, and publishing multimedia content.
4. Business, Management & Administration - Organizing, directing, and evaluating functions essential to productive business operations.
5. Education & Training - Providing education, training and related learning support services.

6. Finance - Planning finances and investments; managing banking, insurance, and business finances.
7. Government & Public Administration - Executing governmental functions at the local, state, and federal levels.
8. Health Science - Providing diagnostic and therapeutic services, health information, support services, and biotechnology research and development.
9. Hospitality & Tourism - Managing restaurants and other food services, lodging, attractions, recreation events, and travel-related services.
10. Human Services - Providing for families and serving human needs.
11. Information Technology - Designing, supporting, and managing hardware, software, multimedia, and systems integration.
12. Law, Public Safety, Corrections & Security - Providing legal, public safety, protective, and homeland security services.
13. Manufacturing - Processing materials into intermediate or final products.
14. Marketing, Sales & Service - Performing marketing activities to reach organizational objectives.
15. Science, Technology, Engineering & Mathematics - Performing scientific research and professional technical services.
16. Transportation, Distribution & Logistics - Managing movement of people, materials, and goods by road, pipeline, air, rail, and water.

Total up your scores from boxes 1-16 on pages 2-4 and match them to the Career Clusters. List your top three.

1. _____
2. _____
3. _____

Find Your Comfort Zone

If you could design the perfect job for you, what would it be? Are you into information, people, or activities? The key is to find activities you like, find the best work environment for those activities, and find your COMFORT ZONE. For instance, you love those numbers but you wouldn't want to be in an office all day by yourself. You need a little people interaction to keep you going. Don't know your preferred way of working? Just think about how you like to work at home, school, and doing after school activities. That will tell you a lot about how you like to work. This activity will help you to understand your preferences and the many occupations that you can consider. TIP: There's no perfect job! Just learn as much as you can about yourself, so you can find the best match.

Are You An Information Person?

Do you love working with numbers, databases, computers, and other data? Is research and organizing information your thing? Do you find yourself always explaining things to your friends? There are many work styles for an information lover.

You're an information person who likes:

1. Making decisions and leading others.
2. Fixing things and working with equipment.
3. Thinking up new ideas.
4. Taking things one step at a time when working on an assignment.
5. Working with people.

Matching Occupations

1. financial manager, landscaping contractor, school principal
2. computer operator, machinist, musician, systems analyst, mechanic
3. chemist, designer, marketing consultant,
4. mathematician, writer
5. accountant, banker, loan officer, purchasing agent, real estate manager
6. clerk, librarian, paralegal, personnel officer, medical secretary

Are You A People Person?

Do you love being around your friends and family? Do the words caring, helping, advising, persuading, and cooperating describe you? There are many jobs that will match your people skills and work style.

You're a people person who likes:

1. Organizing events at school and being responsible for the results.
2. Working with your hands and making things.
3. Being creative and finding new ways of doing things.
4. Details and following specific instructions.

Matching Occupations

1. clergy, teacher, sales manager, social worker, sports coach
2. art teacher, dental hygienist, horticulturist, prosthetist, meteorologist, help desk software specialist

3. actuary, architect, family counselor, lawyer, school counselor, speechwriter, film producer
4. cashier, child care worker, hairdresser, sports scout, police officer, chef

Are You A Hands-On Person?

There are many jobs for people that have a knack for using tools and machines, figuring out how things work, and repairing things. You can find just the right occupation if you have this work style.

You're a hands-on person who likes:

1. Taking charge and managing projects.
2. Being sociable and working with others.
3. Taking challenges that make you look for different ways to solve problems.

Matching Occupations

1. aircraft inspector, biologist, farmer, home builder, photography director, pilot, software engineer
2. agricultural specialist, bus driver, landscape architect, optometrist, parts clerk, radio operator
3. astronomer, food technician, dentist, electrical engineer, interior designer

I am most likely:

An "Information" Person

A "People" Person

A "Hands-On" Person

Personality Rules!

FINDING YOUR PLACE IN THE WORK WORLD

Another way to learn about yourself is to look at your personality type in relation to your interest areas and work style.

R I A S E C

Most people are some combination of two or three of these personality types. For example, if you resemble the *Realistic* type most, then the *Enterprising* type somewhat less, and *Social* type even less, your code would be RES. Jobs can also be organized into the same six groups. Think of jobs as work environments. Match your personality and work environment and you'll have a winner!

REALISTIC “Doers”

ARE YOU... A nature lover, ambitious, athletic, curious, frank, mechanical, persistent, practical, self-controlled, systematic

Do you like to... fix electrical things, play a sport, tinker with machines/vehicles, work outdoors, and use your hands?

You might make a good... Plumber, Carpenter, Veterinary Technician, Dental Assistant, Career & Technical Teacher

Realistic types have mechanical abilities, but may lack social skills.

INVESTIGATIVE “Thinkers”

ARE YOU... Analytical, curious, independent, inquisitive, introspective, logical, observant, self-confident, scholarly, scientific

Do you like to... solve math problems, use computers, perform lab experiments, read scientific/technical journals, and do research?

You might make a good... Computer Engineer, Chemist, Optometrist, Agricultural Technician, Meteorologist

Investigative types like to explore ideas and analyze data, but often lack leadership ability.

ARTISTIC “Creators”

ARE YOU... Creative, emotional, expressive, imaginative, impulsive, independent, innovative, intuitive, open, sensitive, unconventional

Do you like to... write stories, poetry, music, sketch, draw, paint, play a musical instrument, sing, act, dance, design fashions or interiors?

You might make a good... Musician, Editor, Interior or Graphic Designer, Entertainer, Landscape Architect

Artistic types have writing, musical, or artistic abilities, but often lack clerical skills.

SOCIAL “Helpers”

ARE YOU... Cooperative, empathetic, forgiving, friendly, generous, helpful, idealistic, insightful, kind, outgoing, patient, persuasive, responsible

Do you like to... teach/train others, work in groups, do volunteer work, work with young people, play team sports?

You might make a good... Nurse, Teacher, Police Officer, Social Worker, Emergency Medical Technician

Social types have social skills and talents, but often lack mechanical and scientific ability.

CONVENTIONAL “Organizers”

ARE YOU... Accurate, conforming, conscientious, efficient, methodical, numerically inclined, obedient, orderly, practical, polite, structured, systematic, thrifty, well-organized

Do you like to... work with numbers, type/use a computer, be responsible for details, keep accurate records, collect or organize things?

You might make a good... Secretary, Insurance Claims Examiner, Computer Operator, Brokerage Clerk, Cost Estimator

Conventional types have clerical and math abilities, but often lack artistic ability.

ENTERPRISING “Persuaders”

ARE YOU... Adventurous, agreeable, ambitious, assertive, energetic, enthusiastic, extroverted, impulsive, inquisitive, optimistic, persuasive, popular, self-confident, spontaneous, talkative

Do you like to... sell things or promote ideas, make decisions affecting others, start your own business, give talks or speeches, have power or status?

You might make a good... Hotel Manager, Retail Salesperson, Public Relations Specialist, Travel Agent, Private Investigator

Enterprising types have leadership and speaking abilities, but often lack scientific ability.

Compatible with John Holland’s R-I-A-S-E-C Interest Structure.

What’s up with you?

This activity will help you identify your personal traits or values. Your journey through life will offer a variety of experiences, so as you change and grow, your values may as well. The list below contains a variety of satisfactions that people get from the activities they do. Using the scale listed below, rate the degree of importance to you.

1– Not Important At All 2 – Somewhat Important 3 – Very Important

- ___ Helping Society: Doing something that contributes to improving our world.
- ___ Helping Others: Being involved in helping other people in a direct way.
- ___ Competition: Engaging in activities that rival my abilities against others.
- ___ Creativity: Creating new ideas, programs, or organizational structures.
- ___ Artistic Creativity: Engaging in creative activities such as painting, writing, or acting.
- ___ Knowledge: Engaging in learning and understanding new things.
- ___ Having Power and Authority: Controlling or influencing the opinions and activities of others.
- ___ Public Contact: Having a lot of day-to-day contact with others.
- ___ Working Alone: Doing projects alone without much contact with others.
- ___ Religious: Participating in activities to better relate to the divine, mystical, or spiritual.
- ___ Recognition: Being recognized for the things I do in a public way.
- ___ Physical Challenge: Doing activities that will require strength, speed, or agility.
- ___ Excitement: Doing stimulating or thrilling work.
- ___ Intellectual Status: Being thought of as an intellectual or an expert.
- ___ Change and Variety: Having responsibilities that frequently change.
- ___ Stability: Having structure and routine in my activities.
- ___ Profit-Gain: Making lots of money.
- ___ Fun: Finding pleasure in what you do.
- ___ Working With Others: Working as a team member toward common goals.
- ___ Adventure: Participating in risk-taking activities.
- ___ Independence: Being my own boss.
- ___ Technology: Working well with machines and tools.

Now look through the completed list. Of the items you've marked as a 3 - very important, pick the five that are most important to you.

List your top five values:

1. _____
2. _____
3. _____
4. _____
5. _____

Skills for the Workplace

How Do You Stack Up?

There are many ways to develop skills: school, social, and leisure activities, work, sports, hobbies, home chores, and volunteer work. The skills you build during your school years will become the building blocks of your work foundation. Think of yourself now, in school, and evaluate each skill as used in school. Check the box that best describes your level of each skill.

Can Needs
Do Work

Communication Skills

- | | | |
|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | Giving class presentations |
| <input type="checkbox"/> | <input type="checkbox"/> | Reading articles and books |
| <input type="checkbox"/> | <input type="checkbox"/> | Writing essays, reports, or short stories |
| <input type="checkbox"/> | <input type="checkbox"/> | Listening |

Problem Solving

- | | | |
|--------------------------|--------------------------|---------------------------|
| <input type="checkbox"/> | <input type="checkbox"/> | Analyzing information |
| <input type="checkbox"/> | <input type="checkbox"/> | Understanding the problem |
| <input type="checkbox"/> | <input type="checkbox"/> | Defining the problem |
| <input type="checkbox"/> | <input type="checkbox"/> | Solving the problem |
| <input type="checkbox"/> | <input type="checkbox"/> | Applying the solution |

Knowing How to Learn

- | | | |
|--------------------------|--------------------------|------------------------------|
| <input type="checkbox"/> | <input type="checkbox"/> | Asking questions |
| <input type="checkbox"/> | <input type="checkbox"/> | Reading information |
| <input type="checkbox"/> | <input type="checkbox"/> | Using the library |
| <input type="checkbox"/> | <input type="checkbox"/> | Researching information |
| <input type="checkbox"/> | <input type="checkbox"/> | Joining activities and clubs |

Responsibility

- | | | |
|--------------------------|--------------------------|--------------------------------|
| <input type="checkbox"/> | <input type="checkbox"/> | Doing homework |
| <input type="checkbox"/> | <input type="checkbox"/> | Meeting project deadlines |
| <input type="checkbox"/> | <input type="checkbox"/> | Getting to class on time |
| <input type="checkbox"/> | <input type="checkbox"/> | Following a schedule |
| <input type="checkbox"/> | <input type="checkbox"/> | Being on sports teams or clubs |

**Can Needs
Do Work**

Creative Thinking

- Learning how others have been creative
- Using your imagination
- Trying new ways of doing things
- Looking at issues from a different point of view

Interpersonal Skills

- Getting along with others
- Meeting new people
- Working on a team
- Respecting the ideas of others

Personal Skills

- Making ethical choices
- Motivated and enthusiastic
- Reliable and dependable
- Pride in appearance
- Courteous and respectful

Self-Management

- Scheduling your day
- Setting priorities and goals
- Being flexible
- Positive attitude toward change

Computers

- Using a keyboard
- Learning to word process
- Choosing correct software to get the job done
- Using a mouse
- Learning to cut and paste
- Using the Internet for research
- Using e-mail

Career and Technical Education

Get it Started in High School

Want to take high school career and technical courses that will help you develop skills for a future job? How about exploring different career areas to see which holds your interest? Career and technical education is a popular choice in today's high schools since it offers highly skilled training with hands-on learning experiences. After high school, you can advance your skills by enrolling at a technical center, community college, or a university. Many high school career and technical courses are linked to community college programs through Tech Prep. Ask about Tech Prep in your school district.

High schools usually offer major areas of interest and/or electives in some of these programs:

- Agriscience and Natural Resources
- Business Technology
- Family and Consumer Sciences
- Health Sciences
- Marketing
- Technology
- Public Service
- Industrial
- Diversified Career Technology (DCT)

Career and Technical Education Programs Offer:

- On-the-job work experiences through internships, apprenticeships, job shadowing, and cooperative education
- Job opportunities that allow you to earn while you learn
- Opportunities to join student organizations with benefits such as leadership development, scholarships, travel and competitions to win awards and money
- Real work situations to apply what you learn

****In Florida 8 out of the 10 fastest growing occupations by 2014, do not require a four-year degree!
***65% of all new occupations require education/training past high school of 2 years or less!*

The Adventures of Suzie Planahead...

It doesn't take a genius to figure out that finishing high school is essential to future success! But Suzie Planahead was never interested in doing the bare minimum or taking the easy way out. She was all about seizing the moment and preparing herself for what opportunities came her way.

For starters, Suzie took down some notes to live by under the instruction of her Career Planning Course Instructor, Mr. Knowurfacts . . . they read:

For High School Success...

- Take challenging courses (Better preparation for postsecondary education)
- Use Florida CHOICES to begin exploring
- Select a Major Area of Interest
- Develop a roadmap for success in high school and beyond high school - FACTS.org/ePEP
- Beyond High School - educational and training options

The last bullet intrigued Suzie Planahead. She really didn't know what educational and training options were available to her after high school. So, for extra credit, Suzie asked Mr. Knowurfacts if she could research these options and report on them. Mr. Knowurfacts agreed, but asked that she partner with Joe Go-with-the-flow. Not only did Suzie and Joe receive extra credit for their assignment, this information was posted in the guidance office and on the school's website! Check it out below! You may find it useful too!

Our high school years are not the end of the road, but simply the starting point to achieving our dreams...

Apprenticeships

Apprenticeships involve working with experienced workers while completing classroom training. Plus, you get paid! Some apprenticeship careers include: carpenter, electrician, and fire fighter.

Military Training

The military trains people in numerous occupations, plus provides tuition assistance for colleges and universities. Each recruit signs a legal contract for eight years of duty. Service members receive basic pay, allowances, and benefits for their service.

Career and Technical Centers

Career and Technical Centers provide highly skilled training with hands-on-learning experiences. Most programs require less than two years to complete and a certificate of completion is earned to show that you're certified to do specialized work. Careers that require certificate training include: dental assistant, computer equipment repairer, and court reporter.

Community College

Two-year degree programs are available through community colleges. You may choose to get a two-year degree in a specific career field and go directly to work or transfer to a four-year college or university. Some careers resulting from 2-year degrees include respiratory therapist and forest technician.

Four-Year Colleges and Universities

Four-year bachelor degree programs are available through public and private colleges and universities. Teachers and engineers are just a few careers that require a bachelor's degree.

Workin' It in High School

Career Academy: A school-within-a-school that offers a program of study focusing on a career area within one of the career clusters. You have the opportunity for job shadowing, internships, and on-the-job training. Academies prepare you for going to work in a specific career and may result in certification. Check out what's available in your area.

Tech Prep: A college prep program that leads to an associate degree, two-year certificate, or apprenticeship. It combines at least two years of high school education with two years of postsecondary education to prepare students for technical careers in one or more career clusters. Students can also earn college credit through Dual Enrollment.

For more information, talk to your school counselor.

Your Interests can lead to hot Careers ... and it can begin in middle school.

Jayson Meyer
CEO Meyer Technologies

What were your interests in middle school?

Computers...I liked fixing and building them.

How did you decide on a career?

It all began with my interest in computer technology. First, my brother Martin and I set up shop in my bedroom...outgrew that and rented a booth at a flea market. Later, we took on a partner which changed the direction of the company. Now with two branch offices, I have a successful business that focuses on web-based software solutions for companies.

Any advice to other middle school students planning their future?

Never give up! The key to everything in life is staying focused and working hard. Then you can accomplish anything.

Jesika Curry
Algebra I high school teacher

What were your interests in middle school?

I loved working with children, being in the band, and taking dance classes.

How did you decide on a career?

For an English class project, I interviewed a pediatric nurse practitioner. I was certain that was the career for me. In my first year of college, I took several math and science courses and found them to be very interesting. After taking an education class, I made a different career decision. I decided to be a high school teacher and get the students as excited as I was about math and science.

Any advice to middle school students planning their future?

Learn first hand about careers in which you have an interest through interviews or even job shadowing. Don't forget your school counselor. He/she can help you plan the courses you will take in high school which can greatly impact your plans for the future.

Neil Kurowsky
Owner/Yard Dog Inc.

What were your interests in middle school?

I wanted some extra cash so I started mowing lawns.

How did you decide on a career?

By the time I was 16, I had started my own business. Business was so good that I had to hire several friends to help me after school and on the weekends. Eventually, I opened an office and added a partner. The focus of my business today is landscaping. I'm planning on finishing my degree at Valencia Community College and in the next few years owning one of the largest landscaping companies in Orlando.

Any advice to other middle school students planning their future?

If you want to be your own boss, go for it! Stay in school and take courses that can help you run your business.

Turn Your Interests into Income!

Learning more about your interests and abilities can help you make career and education decisions that will impact your job satisfaction and lifestyle.

Don't Know What Interests You?

- Find a part-time job that can help you to build important work skills
- Interview family, neighbors, and other workers to find out about their jobs.
- Ask your teacher or school counselor about job shadowing opportunities in your school.

Do your interests lead to any of these job possibilities?

IF YOU LIKE...

- Taking care of kids?
- Fixing things?
- Working in the yard?
- Cleaning stuff?
- Taking care of dogs & cats
- Working with Computers
- Painting things

HERE IS SOMETHING YOU CAN DO NOW!

- Babysitting
- Bike repair
- Lawn service or growing herbs
- Car washing
- Pet sitting service
- eBay sales or Computer business
- Painting service

Career Clusters

Education Level

Now: Requires on-the-job-training, work experience, and/or a high school diploma

Next: Requires up to 2 years of education beyond high school

Later: Requires 4 years of education beyond high school, and sometimes work experience

Goldstar: indicates a high wage, high demand job in Florida.

Each section is listed in order of: *Job Title, Job Description, Average Salary, Education Requirements and the Holland Code.*

Agriculture, Food, & Natural Resources

Do you like to work outside? What about discovering new ways of growing food or discovering better ways to use our natural resources? The agricultural and natural resources industry is a great career choice for people who like to work with the earth and its resources.

NOW

Animal Trainer – Horse Trainer

Trains animals for riding, harness, security, performance, or obedience, or assisting persons with disabilities.

\$35,200 annual

On-the-job training

SR

NEXT

Agricultural Supervisor – Animal Care Supervisor, Horticultural Supervisor

Supervises workers who cultivate, plant, and harvest crops and attend livestock. Hires, trains, and assigns duties to workers. May arrange work contracts, housing, and transportation for workers.

\$42,200 annual

Career & Technical

ER

Agricultural Technician – Biological Aide, Chemical Technician

Works with biologists to study living things. Sets up, operates, and maintains lab instruments.

Monitors experiments, makes observations, calculates and records results.

\$34,400 annual

Community College

RIC

Forester – Forest Ecologist, Range Manager

Develops ways to protect forests against fire, insects, disease, floods, and erosion. Seeks to develop new and better methods and tools for conserving resources. Works with farmers, ranchers, and other land managers to develop conservation programs.

\$46,500 annual

Community College

RI

Forest/Conservation Worker – Tree Planter, Forester Aide

Performs tasks to plant and conserve timberlands, to maintain forest facilities such as roads and campsites, or to harvest timber. Plants new tree seedlings to reforest timberland.

\$37,100 annual

Career & Technical

RI

Landscape Gardener/Lawn Maintenance Worker – Landscape Laborer, Horticultural Worker

Landscapes and maintains gardens, lawns, and grounds of public or private property.

\$21,300 annual

Career & Technical

R

Nursery or Greenhouse Manager – Lawn Service Manager, Christmas-Tree Farm Manager

Plans and coordinates workers at nurseries, greenhouses, and ornamental plant farms. Manages workers who cultivate and harvest horticultural products. Buys needed materials to care for trees and plants.

\$38,700 annual

Career & Technical

ERC

Water and Sewage Treatment Plant Operator (Goldstar) –Waterworks Pump Station Operator, Waste Treatment Operator

Removes harmful pollution from domestic and industrial wastewater. Controls equipment that moves the water through the treatment process and disposes waste materials. Takes samples of the water, performs chemical laboratory analyses, and adjusts the amount of chemicals such as chlorine in the water.

\$39,000 annual

Career & Technical

License required

RC

LATER

Zoologist/Wildlife Biologist – Human and Animal Pathologist

Researches and studies the origin, behavior, diseases, life processes, and distribution of animal life.

Uses computers to record and analyze data.

\$49,300 annual

University

IR

Architecture & Construction

Can you construct things in your mind? Do you have the ability to visualize a project and sketch it out? Occupations in this career cluster give you a wide variety of tasks. You can do anything from designing buildings to the actual construction. You can start your own business and be your own boss.

NOW

Carpenter Helper

Helps carpenters or carpentry-related craft workers. Duties include supplying or holding materials or tools, and cleaning work areas and equipment.

\$21,900 annual

On-the-Job Training

RC

NEXT

Brickmason (Goldstar) – Bricklayer, Chimney Repairer

Sets bricks, concrete blocks, masonry panels, and other masonry materials. Builds and repairs walls, floors, partitions, chimneys, and other structures.

\$34,500 annual

Career & Technical

Apprenticeship

R

Carpenter (Goldstar) – House Repairer, Wood Boat builder

Cuts, fits, and assembles wood and other materials in the construction of buildings, docks, boats, and many other structures. Works from blueprints to measure and mark materials. Cuts and shapes materials and joins them with nails, screws, staples, or adhesives.

\$32,500 annual

Career & Technical

Apprenticeship

R

Construction and Building Inspector (Goldstar) – Plumbing Inspector, Electrical Inspector

Examines the construction, alteration, or repair of structures to ensure that the methods and materials used to build and repair structures meet regulations. Inspects buildings, highways and streets, sewer and water systems, dams, bridges, and other structures.

\$47,100 annual

Career & Technical or Community College

License required

CRI

Construction Manager (Goldstar) – Contractor, Bridges and Buildings Supervisor

Directs construction supervisors and monitors the progress of construction activities including the delivery and use of materials, supplies, tools, machinery, equipment, and vehicles. Directs or monitors compliance with building and safety codes.

\$87,400 annual

Career & Technical or Community College

License required for General Contractor

ERC

Drywall Installer/Finisher (Goldstar) – Sheetrock Applicator, Taper
Installs and finishes drywall panels used for walls and ceilings in homes and buildings. Measures, cuts, and fits panels around windows, doors, and electrical outlets.
\$33,400 annual
Career & Technical
R

Electrician (Goldstar) – Airport Electrician, Street-Light Repairer
Installs, connects, and repairs electrical wiring in buildings. Pulls wire or cable through a conduit to connect switches and outlets. Installs fiber optic cables for computers or telecommunications equipment.
\$35,600 annual
Career & Technical
Apprenticeship
RI

Heating and Air-conditioning Mechanic (Goldstar) – Solar Energy System Installer, Furnace Installer
Installs, maintains, and repairs heating and air conditioning equipment. Works on the mechanical, electrical, and electronic components. Checks defects and repairs or replaces parts.
\$35,600 annual
Career & Technical
RC

LATER

Architect – School-Plant Consultant
Plans, designs, and supervises the construction of homes, office buildings, airports, or highways. Uses computer-aided design and drafting (CADD) systems to prepare detailed drawings.
\$72,300 annual
University
License required
Internship required
ARI

Landscape Architect – Environmental Planner, Landscape Drafter
Plans and designs land areas for residential use, public parks, college campuses, shopping centers, airports, golf courses, highways, and industrial parks. Designs areas that are functional, beautiful, and compatible with the natural environment.
\$65,300 annual
University
License required
Internship recommended
ARI

Have you ever dreamed of being a movie star or a famous writer? You could be the next big Hollywood director or Michelangelo! If you have the ability to be very creative and expressive there may be many opportunities to explore in this industry.

Arts, A/V Technology & Communications

NOW

Actor – Comedian, Magician

Performs dramatic rolls, action rolls, comedy routines, or tricks of illusion to certain audiences on stage, television, or motion pictures. Generally, formal training is necessary; however, some people enter the field without it.

\$38,100 annual

High school plus work experience

AES

Musician/Singer – Composer, Music Director

Plays one or more musical instruments in solo performance, with accompaniment, or as a member of an orchestra, band, or other musical group. Formal training may be obtained for success in different occupations related to music.

\$45,900 annual

Education, training and experience varies

A

NEXT

Broadcast Technician– Audio Operator, Television Technician

Works with electronic equipment used to record and transmit radio and television programs.

Operates cameras, microphones, transmitters, or other equipment to regulate the signal strength or clarity of recordings or broadcasts.

\$38,400 annual

Career & Technical or Community College

RA

Film/Video Editor – Sound Cutter, Optical Effects Layout Person

Edits motion picture films, television videotapes, and sound tracks. Checks and selects scenes for their dramatic and entertainment values. Trims film segments to specified lengths and reassembles them in order.

\$41,700 annual

Career & Technical

A

Graphic Designer (Goldstar) – Animator, Media Artist, Cartoonist

Creates art and develops the design of magazines, journals, or newspapers. Uses computers to design new images or to modify existing ones.

\$39,200 annual

Career & Technical or Community College

AE

Photographer – Photojournalist, Aerial Photographer

Takes pictures using video film for movies or still photographs for printing. Uses lighting equipment and different lenses for close-up, medium-range, or distance photography.

\$28,500 annual

Career & Technical or Community College

AR

Producer/Director – Motion Picture Director, Stage Director

Producers select plays or scripts, plan financing and budget. Coordinates the activities of writers and directors. Directors interpret scripts; audition and select cast members, conduct rehearsals, and direct the work of the cast and crew.

\$62,200 annual

Community College/University

AE

Public Relations Specialist (Goldstar) – Lobbyist, Sales-Service Promoter

Helps businesses, schools, hospitals, and other organizations to build and keep a good public image and promote their ideas, services, or products.

\$48,400 annual

Community College

EAS

Telecommunications Line Installer/Repairer (Goldstar) – Communications Equipment Mechanic, Central Office Frame Wirer

Installs and repairs fiber optic telecommunications cables that connect telephones and cable television to customers' homes. Uses electronic test equipment to make routine checks of lines.

\$36,600 annual

Career & Technical

R

LATER

Commercial Art Director – Creative Director, Production Manager

Formulates design concepts, plans presentations, and directs workers engaged in art work, layout, and copy writing for visual communications.

\$62,600 annual

University

AE

Curator – Archivist, Museum Technician and Conservator

Plans, directs, and coordinates activities of an exhibiting institution, such as a museum, art gallery, botanical garden, zoo or historic site.

\$54,000 annual

University (Master's degree)

AI

Business, Management, & Administration

Have you ever wondered what goes on in those big, tall business buildings you see downtown? They are full of office managers and secretaries who do everything from writing contracts to answering phones. This industry depends heavily on the people who work behind the scenes keeping everything running smoothly.

NOW

Customer Service Representative – Order Clerk, Information Clerk, Customer Service Representative

Interacts with customers to provide information in response to inquiries about products and services and to handle and resolve complaints.

\$28,100 annual

On-the-job training

CES

NEXT

Accountant/Auditor (Goldstar) – Cost Accountant, Tax Accountant

Works with numbers. Keeps financial records for businesses, the government, or individuals. These records show how much money is earned, spent, and paid in taxes.

\$58,100 annual

Community College

License required

CE

Administrative Assistant/Executive Secretary (Goldstar) – Administrative Secretary, Legal Secretary

Assists executives by coordinating and directing basic office services, such as staff assignments, records storage and retrieval, budget control, and providing information to staff and clients.

\$36,000 annual

Career & Technical or Community College

CE

Administrative Services Manager (Goldstar) – Court Administrator, Office Manager

Organizes typing, filing, bookkeeping, and office procedures of clerical workers in a business or organization. Plans, supervises, and assigns the work of staff.

\$78,100 annual

Career & Technical or Community College

ECS

Employment and Placement Specialist (Goldstar) – Employment Interviewer, Training and Development Manager

Develops relationships with employers to provide employment opportunities for job applicants and students.

\$44,300 annual

Community College

SEC

General/Operations Manager (Goldstar) – Department Store Manager, President

Coordinates and directs the people who work in corporations, non-profit institutions, and government agencies. Plans, organizes, and directs the activities of the organization.

\$101,500 annual

Community College

ECS

Medical Secretary (Goldstar) – Legal Secretary, Administrative Assistant

Performs secretarial duties using specific knowledge of medical terminology and procedures. Uses personal computers, and operates office equipment such as fax machines, photocopiers, and telephones with voice mail capabilities.

\$26,700 annual

Career & Technical

CE

LATER

Human Resources Manager – Employment Manager, Benefits Manager

Manages programs concerned with the employment and treatment of workers. Oversees the hiring and firing of employees and supervises workers. Develops plans to inform workers of their employment rights and benefits.

\$83,700 annual

University

ECS

Management Analyst – Business Consultant, Reports Analyst

Works with businesses to find ways to operate more efficiently and effectively. Helps managers define problems. Collects, reviews, and analyzes information. Presents recommendations.

\$78,800 annual

University (Master's degree)

ECI

Education & Training

If you want a job that is rewarding, consider teaching. With a career in education, you have the opportunity to inspire the minds of the future. In Florida, there is a high demand for educators and trainers due to the rising state population. The opportunities are wide open and you have the option to work with children or adults.

NOW

Teacher Assistant – Classroom Assistant, Grading Clerk

Prepares classroom materials, supervises students, and operates audio-visual equipment under the guidance of a teacher.

\$20,100 annual

On-the-job training

SC

NEXT

Library Assistant – Film or Tape Librarian, Bookmobile Driver

Helps librarians acquire, prepare, and organize material. Enters catalog information into the library's computer and helps people use computer systems to find books and materials.

\$22,300 annual

Career & Technical

CR

LATER

Elementary School Teacher – Preschool Teacher, Children’s Tutor

Instructs students in numbers, language, science, social studies and other activities designed to promote social, physical, and intellectual growth. Uses games, music, artwork, films, computers, and other teaching technology.

\$45,400 annual

University

Certification required

SAI

Preschool Teacher – Kindergarten Teacher, Daycare Teacher

Instructs children (normally up to 5 years of age) in a preschool, day care, or other child development center. Conducts activities designed to develop social, physical, and intellectual skills needed for primary school.

\$24,900 annual

University

SA

Principal – Education Administrator, Assistant Principal

Plans, develops, and administers programs to provide educational opportunities for students. Monitors programs for effectiveness and compliance with federal, state, and local regulations.

\$72,300 annual

University (Master’s degree)

Certification required

SEI

School/Vocational/Career Counselor – Counselor, Guidance Director

Counsels individuals or small groups and provides educational and vocational guidance and assessment services. May operate career information centers and career education programs.

\$50,100 annual

University (Master’s degree)

Certification required

SA

Secondary School Teacher – Resource Teacher, Physical Education Instructor

Plans lessons and assignments, conducts classes, and grades tests and papers. Teaches subjects such as English, Math, Social Studies, or Science.

\$48,400 annual

University

Certification required

SAI

Special Education Teacher – Teacher of Learning Disabled, Teacher of Emotionally Impaired Students

Teaches academic and social skills for children who have special needs such as disabilities or gifted intelligence. Plans individualized education programs, prepares lessons, and assigns work.

\$47,200 annual

University

Certification required

SA

Vocational Education Teacher (Goldstar) – Secondary School Teacher

Instructs and trains students in career-oriented areas such as health care, business, auto repair, communications, and technology. Teaches specific trades that are in high demand by employers.

\$50,600 annual

University (and/or demonstrate expertise in a particular field)

Certification required

SR

Finance

In this field, money is the name of the game and the payoff can be high. Many people have money to put into the bank or invest in the stock market, so job opportunities in this field are growing.

NOW

Bank Teller – Vault Teller, Foreign Banknote Teller

Cashes checks, accepts deposits and loan payments, and processes withdrawals.

\$23,500 annual

On-the-job training

CE

Bookkeeping/Accounting Clerk (Goldstar) – Tax Clerk, Audit Clerk

Records debits and credits and posts transactions in journals or in computer programs to keep financial information up to date. Prepares reports.

\$30,200 annual

On-the-job training

CE

Insurance Processing Clerk – Reviewer, Policy Change Clerk

Reviews insurance applications to ensure that all questions have been answered. Prepares new policies, changes existing policies, and gives information to insurance agents.

\$30,600 annual

On-the-job training

CE

Loan Interviewer/Clerk – Loan Officer/Counselor, Disbursement Counselor

Reviews credit history and gets information needed to determine whether people can obtain credit. Contacts applicants, credit bureaus, and other sources of information to update and verify credit report information.

\$33,000 annual

On-the-job training

CE

NEXT

Financial Analyst – Investment Analyst, Personal Financial Advisor

Provides investment analyses and guidance to businesses and individuals. Gathers and analyzes financial information. Makes recommendations to investors.

\$67,500 annual

Community College

ICE

Financial Manager – Credit and Collection Manager, Bank Manager

Directs investment activities and prepares financial reports for a business. Manages spending by deciding how money will be used and analyzes investments.

\$96,300 annual

Community College

ECS

Financial Services Sales Agent (Goldstar) – Stockbroker, Financial Planner

Buys and sells stocks, bonds, mutual funds, insurance, or other financial products for customers. Gives advice and information on the purchase or sale of financial products.

\$97,400 annual

Community College

License required

EC

Insurance Claim Examiner (Goldstar) – Claim Agent

Studies insurance claims to see whether clients' policies cover them for particular losses.

Interviews people, checks police and hospital records, and inspects property damage to determine the extent of the company's responsibility to pay the person who suffered the loss.

\$47,100 annual

Career & Technical

License required

CE

Loan Counselor (Goldstar) – Commercial Loan Officer, Mortgage Loan Underwriter

Helps borrowers gather financial information and fill out loan applications. Evaluates and recommends approval of commercial, real estate, or credit loans. Advises borrowers on financial options and methods of payments.

\$40,100 annual

Community College

ESC

LATER

Actuary

Applies knowledge of mathematics, probability, statistics, and the principles of business finance to problems in insurance, annuities, and pensions.

\$83,900 annual

University

CI

Government & Public Administration

From the President of the United States to a legislative aide, this field has a wide variety of jobs from which to choose. You can be an elected official or hold a salaried position that links you to the government. So whether a local, state, or federal government employs you, you serve the community, state, and nation where you live. Democracy at its best!

NOW

License Clerk – Marriage License Clerk, Driver’s License Clerk

Issues licenses and permits to qualified applicants. Give tests to see if applicants meet requirements. May issue driver’s, liquor, marriage, or other licenses. Questions applicants and records information forms. Collects fees.

\$28,600 annual

On-the-job training

CE

Municipal Clerk – Public Records Clerk, Court Clerk

Performs clerical and administrative duties for a municipal government. Prepares agendas and bylaws for town or city councils. Records minutes of council meeting. Answers correspondence, keeps fiscal records, and prepares reports.

\$28,600 annual

On-the-job training

CE

NEXT

Environmental Compliance Inspector – Inspector, Tester and Grader

Inspects and investigates sources of pollution to protect the public and environment and ensures conformance with federal, state and local regulations and ordinances.

\$47,300 annual

Career & Technical or Community College

IC

Social/Community Services Manager (Goldstar) – Rehabilitation Center Manager, Social Welfare Administrator

Plans, develops, and directs social service programs designed to help people with health, welfare, or community service needs. Directs staff, plans budgets, prepares reports, and often directs fund raising activities.

\$60,300 annual

Community College

SE

LATER

Government Service Executive – Human Resources Program Administrator, Natural Resources Program Administrator

Provides overall direction and management for federal, state, and local government activities.

Directs the activities of governmental agencies with the help of lower level managers.

\$153,600 annual

University
ECS

Legislator – Politician, Commissioner, Mayor

Develops, enacts, and amends laws. Studies reports and listens to opinions of constituents or interest groups to decide if a bill should become law.

\$36,600 annual

Elected to office

IA

President of the United States – Senator, Governor

Serves as the chief executive officer overseeing the legislative, judicial, and executive branches of government. Works with legislators to set goals and organize programs to attain those goals. Signs bills into law. Encourages business investments and promotes economic development.

\$400,000 annual

Must be at least 35 years old, a natural-born citizen, and must have lived in the U.S. for at least 14 years.

ECS

Urban and Regional Planner – City Planning Aide, Program Services Planner

Devises plans that promote the best use of a community's land and resources for residential, commercial, and recreational activities. Develops long-term and short-term plans for the future growth and development of city, suburban, or rural communities.

\$60,500 annual

University (Master's degree)

IE

Health Science

With a caring hand and an understanding ear, doctors, nurses, and dentists can be our best friends when we are not feeling well. This is a world of fast-paced action and career growth.

Opportunities range from working with infants to the elderly and everything in between.

NOW

Nurse Aid/Orderly – Home Health Aide

Works under the direction of medical staff to care for patients in health care facilities.

\$22,000 annual

On-the-job training

Certification exam may be required.

SR

NEXT

Dental Assistant (Goldstar) –Nurse Assistant

Assists dentists by performing support duties for the treatment of patients during dental procedures.

\$29,500 annual

Career & Technical

SR

Dental Hygienist (Goldstar) – X-ray Technician, Dental Assistant

Provides preventive dental services such as teeth cleaning and polishing, x-rays, and support services for a dentist. Advises patients on dental care.

\$52,900 annual

Community College

License required

SC

Emergency Medical Technician/Paramedic (Goldstar) – Ambulance Driver

Drives to the scene of emergencies to give first aid treatment to sick or injured people. Transports them to medical facilities.

\$29,900 annual

Career & Technical or Community College

License required

SRI

Radiologic Technologist (Goldstar) – Ultrasound Technologist, Radiologic Technician

Takes radiographs (x-rays) of all parts of the human body to help diagnose illness and disease.

Positions the patient, adjusts the equipment at the correct angle and height over the patient's body.

Takes the x-ray, removes the film and develops it.

\$46,900 annual

Community College

License Required

RIS

Registered Nurse (Goldstar) – Nurse Anesthetist, Licensed Practical Nurse

Cares for the sick and injured, and helps people stay well. Watches and records symptoms, reactions, and the progress of patients.

\$55,900 annual

Community College

License required

SI

Veterinary Technician/Technologist - Veterinarian

Works under the supervision of a veterinarian to examine animals and give them medication.

Measures and records temperature, pulse rate, and respiration. Applies, checks, and changes bandages. Performs routine laboratory tests. Prepares food for the animals.

\$25,400 annual

Career & Technical

RIS

LATER

Dentist – Endodontist, Pediatric Dentist

Examines teeth and other parts of the mouth to diagnose diseases or disorders. Examines X-rays, removes decay, repairs broken teeth, and fills cavities.

\$137,900 annual

University (First Professional degree)

License required

IRS

Family/General Practitioner Physician – Cardiologist, Dermatologist

Diagnoses illnesses, and prescribes and administers treatment for people suffering from injury or disease. Advises patients on how to prevent disease through exercise, diet, and preventive health care.

\$160,000 annual

University (First Professional degree)

License required

Internship required

I

Pharmacist – Radiopharmacist, Pharmacy Services Director

Prepares and dispenses prescription drugs, provides advice on the use and effects of drugs, and keeps records of customers' prescriptions.

\$93,500 annual

University (First Professional degree)

License required

Internship required

ICR

Physical Therapist – Physical Therapy Assistant, Physical Therapy Aide

Improves mobility, relieves pain, and prevents or limits permanent physical disabilities of patients suffering from injuries or disease. Provides such treatments as exercise to improve strength and endurance.

\$68,200 annual

University (Masters degree)

License required

SRI

Speech Pathologist – Voice Pathologist

Examines and treats patients with speech, language, or voice disorders such as stuttering.

Evaluates test results to determine the problem and recommends treatment.

\$58,400 annual

University (Master's degree)

License required

SI

Veterinarian

Examines, diagnosis, and treats medical problems in animals. May work with pets and/or livestock, or with laboratory animals used for research.

\$85,500 annual

University (First Professional degree)

License required

IR

Hospitality & Tourism

From working at Disney World to McDonalds, jobs in this field allow you to meet new people all the time. In Florida, a large portion of employment is in the hospitality and tourism industry. Jobs in food service, hotels, attractions, and travel are available. Many allow for part-time work and flexibility.

NOW

Hotel/Motel Clerk – Receptionist, Information Clerk

Registers arriving guests, assigns them rooms, and checks guests out at the end of their stay.

\$20,100 annual

On-the-job training

CES

Porter/Bellhop – Bell Captain, Baggage Checker

Carries baggage for travelers at airports or hotel guests.

\$20,100 annual, plus tips

On-the-job training

ERS

Recreation and Amusement Attendant – Game Attendant, Caddie

Sells tickets and rents or sells equipment such as bowling shoes or golf balls. Collects fees and informs players of rules.

\$17,600 annual

On-the-job training

RCE

Tour Guide – Sightseeing Guide, Escort

Escorts individuals or groups on sightseeing tours or through places of interest, such as parks, public buildings, and art galleries. Assumes responsibility for the safety of tour patrons.

\$20,100 annual

On-the-job training

SE

NEXT

Coach (Goldstar) – Professional Sports Scout, Soccer Coach, Football Coach

Instructs athletes in game strategies and techniques. Prepares athletes for competition. Oversees the daily practice of players. Determines strategy during games and calls plays.

\$42,600 annual

Career & Technical or Community College

ERS

Chef – Cruise Ship Chef, Pastry Chef

Plans meals, develops menus, and prepares and cooks foods for restaurants.

\$39,800 annual

Career & Technical or Community College

ER

Food Services Manager (Goldstar) – Cafeteria Manager, Food Services Director
Manages restaurants and cafeterias. Estimates food consumption, places orders, and schedules the delivery of fresh food and beverages.

\$58,700 annual

Career & Technical or Community College

ECS

Hotel/Motel Manager – Hospitality Manager, Front Office Manager
Coordinates the front office activities of a hotel or motel. Establishes standards for service to guests, decor, housekeeping, food quality, and banquet operations.

\$58,400 annual

Community College

ECS

Professional Athlete – Football Player, Basketball Player

Participates in professional competitive athletic events to entertain sports fans.

\$89,100 annual

Varies

ERS

Travel Agent – Reservations and Ticket Agent, Travel Guide

Plans trips for travel agency customers. May specialize in foreign or domestic service, individual or group travel, specific geographical area, airplane charters, or package tours.

\$31,400 annual

Career & Technical

ESC

LATER

Meetings and Convention Planner – Hotel/Motel Manager

Coordinates the activities of staff and convention personnel to make arrangements for group meetings, conferences, and conventions.

\$42,800 annual

University

ECS

Human Services

Work in this field can take place in offices, hospitals, clinics, and religious organizations. You also have the option of working at a private agency or being employed by state or local government.

Work hours can be irregular, but the reward you get from helping people is well worth your time.

NOW

Personal and Home Care Aide – Personal Attendant, Blind Aide

Helps elderly, disabled, and ill people live in their own homes instead of in a health facility. Helps clients move from bed, bathe, dress, and groom.

\$18,900 annual

On-the-job training

SR

NEXT

Child Care Aide/Worker – Nursery School Attendant, Playroom Attendant

Cares for children in boarding schools, day care, hospitals, or playrooms. Plans activities and teaches games and songs.

\$18,000 annual

Career & Technical

SA

Social Services Technician (Human Services Worker) – Social Services Aide, Food Management Aide

Arranges transportation and activities for clients. Accompanies clients to group meal sites, adult daycare programs, recreation programs or doctors' offices.

\$27,400 annual

Career & Technical

SC

LATER

Clergy – Minister, Priest, Mullah, Rabbi

Ministers to the spiritual needs of people. Leads religious services. Conducts wedding and funeral ceremonies. Administers sacraments, delivers sermons, and reads from sacred texts.

\$40,300 annual

University

SAE

Clinical Psychologist – Clinical Therapist, Counseling Psychologist

Studies human behavior and mental processes. Provides mental health services in private settings, hospitals, clinics, and schools.

\$66,100 annual

University (Doctoral degree)

License required

Internship required

IAS

Medical and Public Health Social Worker – Substance Abuse Counselor

Provides services for people with mental or emotional problems. Provides services such as therapy, outreach programs, and crisis intervention.

\$42,900 annual

University

(Master's degree)

License required

SI

Parole and Probation Officer – Preparole Counseling Aide, Correctional Treatment Specialist

Participates in release plans for prisoners and works with them after release. Conducts investigations of juvenile and adult offenders. Plans rehabilitation programs.

\$38,200 annual

University

SC

Social Worker – Casework Supervisor, Social Group Worker

Helps individuals and families cope with problems such as inadequate housing, unemployment, or disability. Reviews eligibility requirements, fills out applications, and visits clients on a regular basis.

\$38,800 annual

University

S

Vocational Rehabilitation Counselor – Orthotist and Prosthetist

Helps people cope with disabilities resulting from birth defects, illness or disease, accidents, or stress. Helps people get education, training, and equipment needed for employment.

\$30,100 annual

University

SA

Information Technology

If you are the type of person who wants the latest computer gadget or wants to know just how computers think and work, information technology is for you. With advances in technology happening everyday, it stays exciting. From designing software and video games to repairing computers, this field continues to grow.

NEXT

Computer and Information Systems Manager (Goldstar) – Data Processing Manager, Computer Operations Manager

Helps businesses plan how to use the latest technology. Directs research and development of computer-related activities. Manages engineers, technicians, and computer support specialists.

\$100,000 annual

Community College

License required

ECI

Computer Equipment Repairer – Office Machine Repairer, Electronics Mechanic

Repairs, maintains, and installs mainframes, mini computers, or personal computers. Discusses equipment problems with customers. Runs diagnostic programs to locate problems.

\$37,600 annual

Career & Technical

RCI

Computer Programmer (Goldstar) – Webmaster, Chief Computer Programmer

Develops and writes computer programs to store, locate, and retrieve information by converting raw data into coded computer language.

\$67,200 annual

Career & Technical or Community College

IRC

Computer Support Specialist (Goldstar) – Technical Support Specialist, Network Control Supervisor

Investigates and solves problems that users have with their computers. Interprets problems and gives technical advice. Talks to coworkers to research problems.

\$38,800 annual

Career & Technical or Community College

ICR

Computer Systems Analyst (Goldstar) – Quality Assurance Analyst, Computer Programmer-Analyst

Analyzes business, scientific, or technical problems and coordinates the installation of appropriate computer programs and operating systems.

\$64,400 annual

Community College

ICR

Database Administrator (Goldstar) – Database Design Analyst, Information Scientist

Plans and directs the management of computer databases. Implements security measures to safeguard database information.

\$60,400 annual

Community College

ICR

Office Machine Repairer – Computer Equipment Repairer

Repairs and services office machines, such as adding, calculating, duplicating, typewriting, and fax machines.

\$37,600 annual

Career & Technical

RC

LATER

Computer Hardware Engineer

Researches, designs, develops, and tests computer or computer-related equipment for commercial, industrial, military, or scientific use. May supervise the manufacturing and installation of computer or computer-related equipment and components.

\$84,100 annual

University

License required

IR

Law, Public Safety, Corrections, & Security

Open up your own law firm or work as part of a local or federal government. This career field can offer you many different opportunities with exciting tasks. You can work outside fighting fires or inside a court room defending a client.

NOW

Court Clerk – Courtroom Clerk, Records Clerk

Performs clerical duties in a court of law. Prepares docket or calendar of cases for judges. Contacts witnesses, attorneys, and litigants to get information for court. Keeps records of case dispositions.

\$28,600 annual

On-the-job training

CE

NEXT

Correctional Officer (Goldstar) – Jailer, Immigration Guard

Keeps order within correctional institutions, watches inmates, and enforces rules. Searches inmates and their cells for weapons, drugs, or fire hazards.

\$36,500 annual

Career & Technical

License required

RS

Court Reporter (Goldstar) – Shorthand Reporter, Stenographer, Caption Writer

Uses a stenotype machine to take dictation of letters, reports, or statements made in official proceedings. Transcribes word-for-word reports on a word processor.

\$37,200 annual

Career & Technical

SC

Emergency Vehicles Dispatcher – Protective-Signal Officer, Telecommunicator

Receives calls from the public for emergency help. Questions callers to find out the type and location of the emergency. Sends police, fire, or ambulance units to the scene of the emergency.

\$32,800 annual

Career & Technical

SCR

Fire Fighter (Goldstar) – Forest Fire Fighter, Fire Chief's Aide

Works as a member of a team to control and put out fires and to protect lives and property from fire hazards. Connects hoses to hydrants, operates pumps, and places ladders where needed to rescue victims.

\$44,300 annual

Career & Technical

RS

Legal Technician (Paralegal) (Goldstar) – Legal Investigator, Patent Agent

Assists lawyers by researching legal decisions, investigating facts, or preparing legal documents. Conducts research to support a legal proceeding, to prepare a defense, or to begin legal action.

\$43,500 annual

Community College

EC

Police Patrol Officer (Goldstar) – Border Guard, State Highway Patrol Officer
Enforces laws and regulations designed to protect life and property. Maintains order in an assigned district. Apprehends criminals, collects evidence, and gives testimony in court. Directs traffic, issues traffic tickets, and makes arrests.

\$47,300 annual

Career & Technical

License required

SRE

LATER

Administrative Law Judge, Adjudicator and Hearing Officer - Lawyer

Conducts hearings to decide or recommend decisions on claims concerning government programs or other government-related matters and prepares decisions.

\$83,400 annual

University

(Graduate degree)

ES

Lawyer – District Attorney, Public Defender

Advises individuals and businesses on legal matters. Consults with clients to determine the details of their problem, advises them of the law, and suggests action.

\$109,100 annual

University (First Professional degree)

License required

EC

Manufacturing

Assembling products and operating machines is what it's all about. You can work in a big factory operating a textile machine or install the electronics system on an airplane. While some jobs allow you to learn through on-the-job training, the growth of technology in factories calls for workers who have technical skills.

NOW

Electric Meter Installer/Repairer – Inside Meter Tester

Installs electric meters on customer's premises or on poles. Tests meters and performs necessary repairs. Turns current on/off by connecting/disconnecting service connections.

\$30,500 annual

On-the-job training

R

Machinery Maintenance Worker – Equipment Cleaner and Tester, Overhead Cleaner Maintainer

Does routine maintenance, cleaning, and overhaul of production machinery. Changes parts such as blades, rollers, or bearings.

\$35,100 annual

On-the-job training

RC

NEXT

Civil Engineering Technician – Facilities Planner, Parking Analyst

Helps civil engineers plan and build highways, bridges, buildings, and other structures. Prepares drawings and performs land-surveying duties on work sites.

\$41,900 annual

Community College

RIC

Electronic Engineering Technician – Electronics Assembler, Microelectronics Technician

Works with electrical engineers to help design, develop, build, and test electrical and electronic equipment such as radios, radar, sonar, navigational equipment, and computers. Uses diagnostic devices to test and repair equipment.

\$47,300 annual

Community College

RI

Electrical/Electronics Repairer – Field Service Engineer, Avionics Technician

Installs, tests, repairs, and services electronic equipment used in business, industry, and homes. Uses testing devices to find problems. Interprets wiring diagrams to trace and connect wires.

\$40,200 annual

Career & Technical

RIC

Industrial Machinery Mechanic – Automotive Maintenance Equipment Servicer, Hydraulic Repairer

Maintains and repairs machinery such as engines, motors, pneumatic tools, conveyor systems, and production equipment.

\$39,500 annual

Career & Technical

R

Machinist – Automotive Machinist, Rocket Motor Mechanic

Sets up and operates computerized machine tools and uses shop drawings to make or repair metal parts for cars, machines, and other equipment. Checks work with precision measuring tools, such as micrometers and calipers.

\$33,900 annual

Career & Technical

Apprenticeship

RIC

Mechanical Engineering Technician – Aerospace Engineering Technician, Heat-Transfer Technician

Helps mechanical engineers design, develop, test, and build industrial machinery or mechanical parts. Makes a sketch of the assembly process and the parts to be manufactured.

\$45,200 annual

Community College

RI

Purchasing Agent (Goldstar) – Contracts Manager, Outside Property Agent
Directs and manages activities involved with purchasing goods and services for an organization.
\$48,700 annual
Community College
EC

Welder/Cutter (Goldstar) – Arc Cutter, Combination Welder
Uses hand-held welding equipment and torches to weld together or repair metal parts used in buildings, bridges, and other structures or to join pipes in pipelines, power plants, and refineries.
\$31,100 annual
Career & Technical
RC

Marketing, Sales, & Service

How are your communication skills? Are you good at promoting products and services?
Occupations in this cluster give you a wide range of choices. You can do many things from floral designing to selling real estate.

NOW

Driver/Sales Worker – Lunch Truck Driver, Newspaper Delivery Driver
Drives over assigned routes to deliver and sell goods to stores or businesses around town.
\$24,400 annual
On-the-job training
License required
ERS

Floral Designer/Florist – Fashion Designer, Merchandise Displayer
Cuts and arranges fresh, dried, or artificial flowers. Works from a customer's order stating type of arrangement, colors, price, and the date and place the arrangement is to be delivered.
\$23,700 annual
On-the-job training
ARE

Retail Sales Person – Layaway Clerk, Books Salesperson
Sells a variety of products to customers in stores, makes change, and bags purchases.
\$26,000 annual
On-the-job training
ES

NEXT

Advertising Sales Agent – Radio and Television Time Salesperson, Graphic Art Salesperson
Sells or solicits advertising such as art work for print ads, time on radio and TV, or space in newspapers, magazines, or on billboards.
\$51,400 annual
Career & Technical
ESC

Hairdresser/Cosmetologist – Manicurist, Barber

Shampoos, cuts, and styles hair, wigs or hairpieces and advises on hair care. Advises on the use of make-up. Keeps a record of products used by regular customers.

\$24,400 annual

Career & Technical

License required

ESA

Interior Designer (Goldstar) – Graphic Designer, Set and Exhibit Designer

Plans the space and furnishings of interiors of homes, business offices, restaurants, hotels, and theaters. Develops designs and prepares drawings for furnishings and lighting.

\$50,200 annual

Career & Technical

License required

AE

Marketing Manager (Goldstar) – Media Marketing Director, Fashion Coordinator

Researches the demand and sale of products and services and identifies potential customers.

Determines the need for advertising and keeps track of customer accounts. Oversees the creative and promotional services.

\$100,000 annual

Community College

EC

Real Estate Sales Agent (Goldstar) – Building Consultant, Real Estate Broker

Helps people buy, sell, or rent a home, commercial building, or other property. Interviews prospective clients, shows property, and prepares real estate contracts.

\$47,900 annual

Career & Technical

License required

ESC

Wholesale and Retail Buyer – Department Store Buyer, Assistant Buyer

Buys goods for resale in wholesale or retail stores. Visits showrooms to select merchandise. Uses computers to get up-to-date price listings, track inventory, and process orders.

\$47,400 annual

Community College

EC

LATER

Advertising Manager – Account Executive, Promotion Manager

Plans and directs advertising policies and programs to create or promote interest in a product or service.

\$87,100 annual

Community College or University

AE

Science, Technology, Engineering, & Mathematics

Would you like to work in a laboratory with bubbling beakers and test tubes? If you like doing your annual science fair project, this career field may be right up your alley. Theories, hypotheses, and mathematical skills are all part of the job.

NEXT

Chemical Technician – Laboratory Technician, Laboratory Tester

Helps chemists develop and use chemicals and equipment. Tests strength or quality of such products as foods, fertilizer, detergents, or paper.

\$35,200 annual

Career & Technical or Community College

RIC

Forensic Science Technician – Forensic Ballistics Expert

Collects, identifies, classifies, and analyzes physical evidence related to criminal investigations.

\$41,900 annual

Community College

IC

Surveying Technician (Goldstar) – Chief, Instruments Surveyor Assistant

Helps surveyors obtain land survey data such as angles, elevation points, and contours using electronic distance measuring equipment. Makes sketches of data obtained, compiles notes, and records data.

\$30,800 annual

Career & Technical

Apprenticeship

RCI

LATER

Aerospace Engineer – Aerodynamicist, Aeronautical Design Engineer

Designs, develops, tests, and helps make aircraft, missiles, and spacecraft. Develops new technologies for use in commercial aviation, defense systems, and space exploration.

\$74,900 annual

University

License required

IR

Chemist – Food Chemist, Laboratory Supervisor

Researches the composition of chemicals and chemical reactions to create new and improved products such as paint, rubber, plastics, adhesives, cosmetics, and foods. May research processes that save energy or reduce pollution.

\$52,600 annual

University

IRC

Civil Engineer – Airport Engineer, Transportation Engineer

Plans and designs roads, airports, tunnels, bridges, water supply and sewage systems, and buildings. May specialize in water resources, environmental, construction, transportation, or structural engineering.

\$70,300 annual

University

License required

RI

Geophysicist – Hydrologist

Studies physical aspects of the earth, including the atmosphere.

\$64,000 annual

University

(Master's degree)

IR

Industrial Engineer – Fire Prevention and Protection Engineer, Product Safety Engineer

Determines the most effective ways for an organization to use the basic factors of production - people, machines, materials, information, and energy - to make or process a product. Designs manufacturing systems.

\$64,300 annual

University

License required

EIR

Mechanical Engineer – Solar Energy Systems Designer, Automotive Engineer

Plans and designs power-producing machines such as engines and power-using machines such as air-conditioning equipment. Oversees the manufacture and testing of electric generators, combustion engines, and steam and gas turbines.

\$67,500 annual

University

License required

RI

Meteorologist – Weather Observer, Environmental Science Technician

Studies the atmosphere to prepare weather reports and forecasts. Uses information from weather stations, weather balloons, satellites, radar, Doppler radar, and other observers in many parts of the world.

\$85,600 annual

University

IR

Microbiologist – Biological Scientist

Researches and studies the growth, structure, development, and general characteristics of bacteria and other microorganisms. Uses computers to record and analyze data.

\$62,900 annual

University

(Master's degree or higher)

IR

Transportation, Distribution & Logistics

Would you like getting people or products from one place to another by land, air, or sea? Check out these occupations.

NOW

Flight Attendant – Transportation Attendant, Ramp Flight Attendant

Attends to passengers' comfort and safety on airplanes. Checks supplies and equipment and instructs passengers on safety procedures.

\$58,700 annual

High School and On-the-job training program

ESA

Postal Mail Carrier – Rural Mail Carrier, Postal Service Clerk

Sorts mail for delivery and delivers mail along an established route by vehicle or on foot.

\$47,100 annual

On-the-job training

CR

NEXT

Air Traffic Controller – Air Transportation Dispatcher, Chief Controller

Keeps track of planes flying in an assigned area to make sure that planes stay at a safe distance apart. Gives pilots instructions during take-off and landing.

\$113,400 annual

Career & Technical

Certification required

CRE

Aircraft Mechanic – Aircraft Body Repairer, Airframe and Power Plant Mechanic

Inspects, repairs, and maintains aircraft according to guidelines required by the Federal Aviation Administration (FAA).

\$47,400 annual

Career & Technical

RI

Aircraft Pilot/Flight Engineer

Flies airplanes and helicopters to transport passengers and cargo. Before departure, talks with flight dispatchers and aviation weather forecasters to find out about weather conditions on the route and at the final destination.

\$131,700 annual

Community College

License required

REI

Automobile Mechanic (Goldstar) – Transmission Mechanic, Brake Repairer

Maintains and repairs vehicles such as cars and vans. Gets a description of the problem, diagnoses the source of the problem, and makes adjustments or repairs.

\$35,900 annual

Career & Technical
Apprenticeship
RC

Automotive Body Repairer (Goldstar) – Automobile Body Customizer, Automotive Glass
Installer/Repairer

Repairs and refinishes vehicle bodies. Straightens bent frames, smoothes out dents and creases,
and replaces parts that cannot be repaired. Installs custom equipment.

\$39,300 annual

Career & Technical
RC

Diesel Engine Mechanic (Goldstar) – Maintenance Mechanic, Industrial Truck Mechanic
Services and repairs engines of industrial vehicles and machinery such as bus, truck, tractor, train,
and boat engines. Reads job orders and manuals.

\$37,100 annual

Career & Technical
Apprenticeship
RC

Heavy Truck Driver (Goldstar) – Tractor-Trailer-Truck Driver, Tow-Truck Operator

Drives trucks that weigh 3 tons or more to move freight from one place to another. Checks fuel,
oil, brakes, lights, and safety equipment.

\$33,500 annual

Career & Technical
License required
R

Ship Captain – Fishing Vessel Captain, Yacht Captain

Pilots water vessels that travel into and out of harbors, rivers, lakes, and oceans. Supervises the
crew. Sets course and speed, maneuvers the vessel to avoid hazards, and determines the ship's
position using navigation aids and charts.

\$52,400 annual

Career & Technical
License required
ER

Budgeting Is Common Cents

Now that you have some careers in mind, let's see how much money you need to live. For this exercise, let's assume that you are a single person living on your own in an apartment.

OCCUPATION:

SALARY: \$ _____

GROSS MONTHLY EMPLOYMENT INCOME

How much money will you earn each month? Your math skills come in handy here. Take the hourly salary _____ of the career that you have chosen and multiply by 2080 hours (40 hours per week x 52 weeks per year). If the salary is listed as Annual, go to the next line.

Take that total _____ and divide it by 12. Presto! You now know how much money you will earn in a month. Put this amount in the space next to #1.

Salary per month

1. \$ _____

The government takes out money (Social Security and withholding taxes) to pay for benefits and services. Salary minus Social Security and withholding taxes equals your take home pay. To figure YOUR net take home pay, you need to take out 23% of your salary per month.

Multiply Your Salary per month 1. _____ by 23% or .23 = 2. \$ _____

Social Security and Withholding taxes

2. \$ _____

Subtract your Social Security and Withholding taxes (2) from your Salary Per Month (1) to find your Net Take Home Pay. (3)

Net take home pay

3. \$ _____

By estimating your monthly expenses and budgeting your \$\$\$, you may be able to save \$\$\$ each month or even have a more luxurious lifestyle. List your expenses.

MONTHLY EXPENSES

<i>Monthly Regular Expenses</i>	<i>Low End</i>	<i>High End</i>	<i>Your Expenses</i>
Rent	\$350	\$1000	\$_____
Utilities			\$125
Food	\$200	\$400	\$_____
Clothing	\$50	\$150	\$_____
Car Payments	\$250	\$700	\$_____
Entertainment	\$50	\$200	\$_____
Miscellaneous i.e. (Cell phone, internet, savings, snacks, etc.)	\$125	\$550	\$_____
Insurance (Health-\$100 --- Car-25% Of Car Payment)			\$_____

Add All Your Expenses To Find Your Total Monthly Expenses (4).

Total Monthly Expenses

4. \$_____

Subtract Your Total Monthly Expenses (4) From Your Take-home Pay (3) To Get Your Balance (5).

Balance

5. \$_____

Will you make enough money to live on each month?

Hook Up With \$\$\$ For Your Education

High school graduation and postsecondary education and training may not even be on your radar screen at this point. However, early planning can help you decide how you will pay for your postsecondary education. The Florida Department of Education, Office of Student Financial Assistance (OSFA) can help. OSFA administers state-funded financial aid programs and guarantees Federal Family Education Loans.

State of Florida Scholarships and Grants

Merit program

The Florida Bright Futures Scholarship rewards high school grads for their academic achievement.

Need programs

The largest is the Florida Student Assistance Grant. Awards are based upon the student's family income as reported on the Free Application for Federal Student Aid (FAFSA). The Florida Work Experience Program helps to employ students in occupations that complement their career goals.

Tuition Assistance programs

The William L. Boyd, IV, Florida Resident Access Grant and the Access to Better Learning in Education Grant provide grants to assist with the cost of tuition and fees at eligible private non-profit and for-profit Florida postsecondary institutions.

Want more info on scholarships and grants? Call 1-888-827-2004 or click on www.FloridaStudentFinancialAid.org and select State Grants, Scholarships & Applications.

Federal Family Education Loans

A good education is worth the investment. The Federal Education Loans are made to students and parents by lenders and guaranteed by OSFA. Check out these types of Federal Family Education Loans:

Subsidized Stafford Loan

For students who demonstrate financial need.

Unsubsidized Stafford Loan

For students who do not demonstrate sufficient financial need. This loan can be used to supplement a Subsidized Stafford Loan.

PLUS Loan

For eligible parents of a dependent undergraduate student.

Consolidation Loan

For borrowers who want to combine their outstanding education loans into a single loan with a single monthly payment.

Want more info on loans?

Call 1-800-366-3475 or click on www.FloridaStudentFinancialAid.org

Making it to the Pros . . .

Getting there is harder than you think!

Only the best of the best get to the pros. Will you make it? The odds are against you. Check out these 2006 numbers according to the National Collegiate Athletic Association (NCAA). Consider this . . . even if you get drafted, it doesn't mean that you have a guaranteed spot on the team.

WOMEN'S BASKETBALL:

High school athletes..... 452,929
NCAA college athletes..... 15,096
PROS DRAFTED BY THE WNBA..... 42
There are 13 teams in the WNBA with a total of 160 women.

MEN'S FOOTBALL:

High school athletes.....1,071,775
NCAA college athletes..... 61,252
PROS DRAFTED BY THE NFL..... 256
The NFL has 32 teams with a total of 67 players per team.

MEN'S BASEBALL:

High school athletes..... 470,671
NCAA college athletes..... 28,767
PROS DRAFTED BY MLB..... 600
Major League Baseball has 30 teams with a total of 1200 players.

MEN'S BASKETBALL:

High school athletes..... 546,335
NCAA college athletes..... 16,571
PROS DRAFTED BY THE NBA..... 44
The NBA has 30 teams with a total of 450 players.

Best advice...Follow your dream if you feel you are destined for the pros, but be aware of the competition for the few slots available. Have a back-up plan just in case. There are many sports-related careers that you might want to consider:

Athletic Coach
Physical Therapist
Athletic Trainer
Athletic Dietician & Nutritionist
Umpire/Referee
Sports Announcer
Sports Marketer
Sports or Athletic Club Manager
Physical Education Teacher
Sports Information Director

Goals Are Dreams With Deadlines!

BE A GOAL SETTER!

Follow these steps on the next page as you set your goals.

1. Define the goal.
Example of a Short Term Goal:
I will discuss my career and high school courses to become a registered nurse.
Example of a Long Term Goal:
I will finish high school and use my Bright Futures Scholarship to go to college.
2. Outline the steps needed to achieve it.
3. Identify possible obstacles to your goals and consider ways to overcome them.
4. When will you reach your goal?

For a goal to be real:

- It has to be important to you, personally.
- It has to be within your power to make it happen through your own actions.
- It has to be something you have a reasonable chance of achieving.
- It must be clearly defined and have a specific plan of action.

The most important thing to remember about setting goals is that they help you to take control of what happens to you now and in the future.

Don't get overwhelmed by a big, long-term goal – see what steps you can take to achieve the goal and set those steps as short-term, “do-able” goals.

GET MOVING!

My Short Term Goal is:

To reach My Short Term Goal, I will do these things:

Obstacles preventing me from reaching My Short Term Goal are:

This is how I will overcome them.

My Short Term Goal Deadline is:

My Long Term Goal is:

To reach My Long Term Goal, I will do these things:

Obstacles preventing me from reaching My Long Term Goal are:

This is how I will overcome them.

My Long Term Goal Deadline is:

Florida Choices Makes Planning Your Future Easy

Let's talk about You

Discover your interests and abilities.

Interest Profiler –

What kind of things do you like to do?

Work Values Sorter –

What's important to you in a job?

Basic Skills Survey –

What skills do you have now?

Explore Your Options.

Match your interests and needs to the following:

- 650 plus careers
- 7,000-plus postsecondary schools
- 2,000 plus scholarship opportunities

Plan Your Future!

Build a portfolio with these tools:

Resume builder

Letter creator

Job search and interview activities

Work

Click the work tab in the CHOICES Planner to access one-minute video clips for 300 jobs. You can also view 200 of these clips in Spanish.

Your portfolio

Get the most out of the CHOICES Planner by creating a portfolio to keep track of all of your stuff online.

Visit www.flchoices.org and use the CHOICES Planner to get organized today.

The 2007 Cruiser Team: Zelda Rogers, Chris Ciardo, Ginger Green, Peggy Land, Linda Lewis, John Marshall, Patrick Wright,
Graphics: Sue-Ellen Loiseau

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