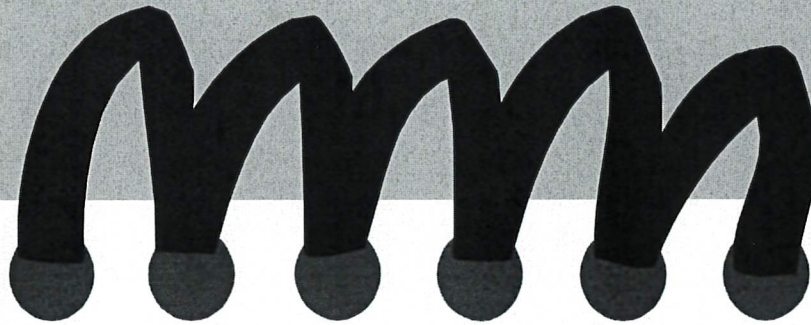


Agriculture, Food & Natural Resources

Agriculture, Food & Natural Resources

This type of career involves the production, distribution and development of agricultural products and resources.

Examples of occupation include farm equipment manager, landscape architect, and veterinary assistant



SKILLS you'll need:

- **Communication**—communicating your needs and observations to others, and documenting your work.
- **Problem solving**—identifying and describing agricultural problems, and planning and implementing creative solutions.
- **Technical**—identifying, selecting and using technology to improve production.

COURSES to take in high school & college:

Agribusiness Management Animal Science
Horticulture and Floriculture Food Science
Nursery/Landscape Design

ACTIVITIES to participate in:

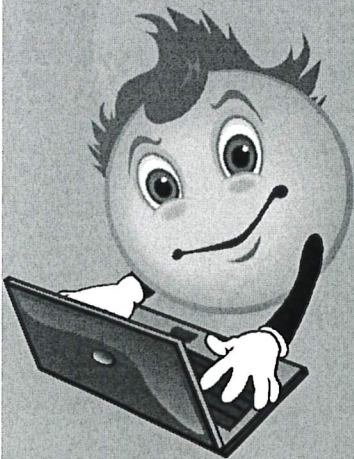
FFA—agriculture education
Skills USA—partnership to build work skills
FBLA—Future Business Leaders of America
4-H Food Projects

Business, Marketing, and Management

Business, Management & Administration

This type of career involves working with business functions essential to efficient and productive business operations.

Occupations include accountant, auditor, management analyst, and receptionist.



SKILLS you'll need:

- **Communication**—using verbal and written skills to create and interpret information.
- **Problem solving**—analyzing and evaluating issues that relate to business development.
- **Technical**—using technology to manage customer relationships.

COURSES to take in high school & college:

Economics, Accounting and Personal Finance
Business Law
Computer Applications
Marketing and Management
Statistics

ACTIVITIES to participate in:

FBLA—Future Business Leaders of America
Mock Trial
Speech Team or Debate Team
Student Council

Business, Marketing, and Management

Marketing

This career field involves marketing products and services to appeal to the public and create sales.

Examples of occupation include hairstylist and cosmetologist, property and real estate manager, and sales manager.



SKILLS you'll need:

- **Communication**—using verbal and written communication to create marketing materials and to evaluate sales and marketing information.
- **Problem solving**—creating marketing strategies that promote services and increase sales.
- **Technical**—using systems and tools to evaluate and distribute marketing information.

COURSES to take in high school & college:

Art and Graphic Design
Accounting, Economics and Management
Advertising and Marketing
World Language

ACTIVITIES to participate in:

Class Fundraisers and Concession Management
FBLA (Future business Leaders of America)
School Newspaper and Yearbook
Student Government



Business, Marketing, and Management

Finance

In this career, you may be involved in financial planning, banking, insurance, and financial management

Occupations include financial analyst, claims adjuster or examiner, and loan officer.



SKILLS you'll need:

- **Communication**—using verbal and written communication to explain financial situations and options.
- **Problem solving**—using math skills to solve personal and corporate finance issues.
- **Technical**—using financial tools to explain and maintain financial resources.

COURSES to take in high school & college:

Economics, Accounting and Personal Finance

Business Law

Computer Applications

International Business

Marketing & Management

Mathematics and Statistics

ACTIVITIES to participate in:

Competitive Business Events

FBLA (Future business Leaders of America)

Local Investment Club

Student Government



Business, Marketing, and Management

Hospitality & Tourism

This type of career involves the operation of restaurants, lodging, attractions, recreation events and travel-related services.

Occupations include chef, recreation worker, and travel agent.



SKILLS you'll need:

- **Communication**—using verbal and written communication skills to promote hospitality and tourism products and services.
- **Problem solving**—implementing relevant customer suggestions to improve products and services.
- **Technical**—using technology and customer service skills to ensure guest satisfaction.

COURSES to take in high school & college:

Economics, Accounting and Marketing
Computer Applications Construction & Design
Culinary Arts, Foods and Nutrition
Personal Finance

ACTIVITIES to participate in:

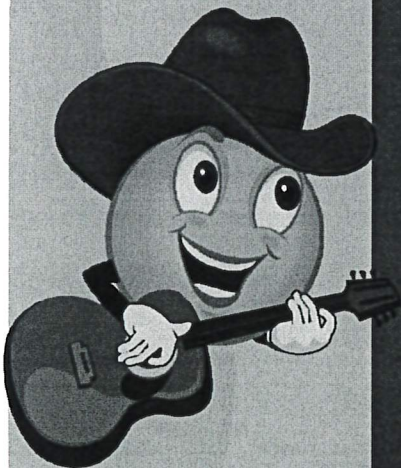
FCCLA (Family, Career, & Community Leaders of America)
FBLA (Future business Leaders of America)
4-H Food Projects
Student Government

Communication and Information Systems

Arts, A/V Technology & Communications

In this type of career, you might be involved in visual and performing arts, writing and publishing, design, and the entertainment industry.

Examples of occupations include film and video editor, graphic designer, and interpreter/translator.



SKILLS you'll need:

- **Communication**—effectively using language skills to communicate through print, video and the web.
- **Problem solving**—finding unique ways to appeal to the target audience while meeting project objectives.
- **Technical**—creatively using new technologies to produce engaging materials, and possessing knowledge of computer programs, video and audio equipment, and other art materials.

COURSES to take in high school & college:

Art and Computer Aided Design
Debate, Speech and Drama
English, Creative Writing and journalism
Multimedia/Video Production

ACTIVITIES to participate in:

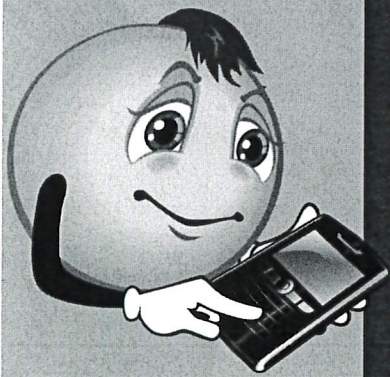
Website Development	Yearbook Staff/
School Plays & Musicals	Photography
Debate, Speech Team or	Choir and Band
Drama Club	A/V Club

Communication and Information Systems

Information Technology (IT)

Careers in this area involve the design, development and support of hardware, software, multimedia, and integration of technology systems.

Examples of occupations include computer software engineer, computer programmer, and computer and office machines repairer.



SKILLS you'll need:

- **Communication**—helping customers using cutting-edge technology.
- **Problem solving**—planning, creating and testing new technologies using industry standards.
- **Technical**—identifying and comparing IT products and trends using knowledge of IT hardware, software and systems.

COURSES to take in high school & college:

Computer Applications, Graphics and Programming
Journalism
Web Page Design
Multimedia/Video Production
Mathematics

ACTIVITIES to participate in:

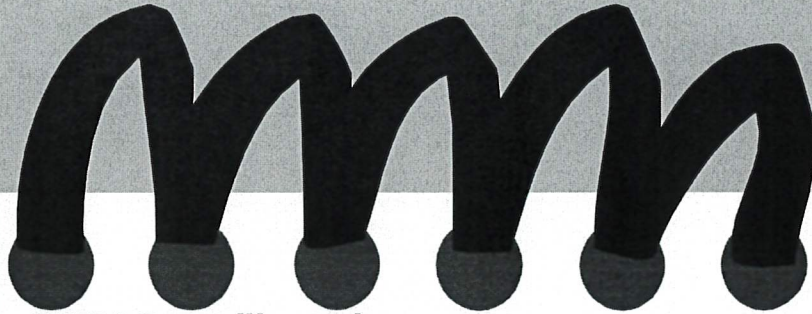
Web Development
FBLA (Future Business Leaders of America)

Health Sciences

Health Sciences

In this career area, you may be involved in patient care, diagnostic services, health information, and medical research.

Occupations could include dental hygienist, pharmacist, and registered nurse.



SKILLS you'll need:

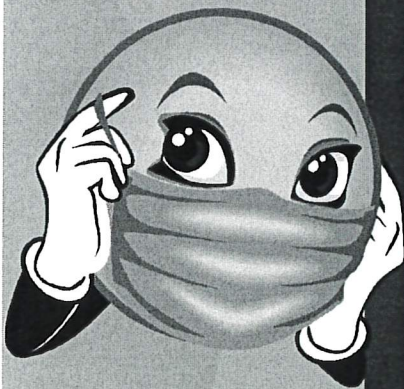
- **Communication**—using verbal and writing skills to communicate patient care—and demonstrating concern for patients.
- **Problem solving**—analyzing the health care needs of patients and working with other health care providers to identify problems and solutions.
- **Technical**—understanding and applying safety rules in the work place, and using medical equipment needed for patient care.

COURSES to take in high school & college:

Accounting Child Development
Anatomy & Physiology Health and Wellness
Advanced Biology & Chemistry

ACTIVITIES to participate in:

Athletics Medical Explorers
FBLA (Future Business Leaders of America)
HOSA (Health Occupations Students of America)
Science Club

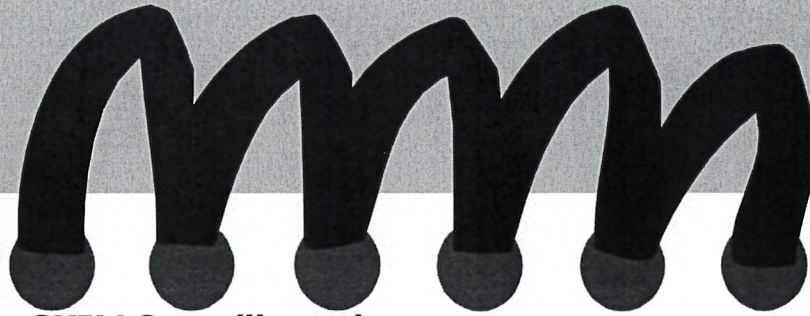
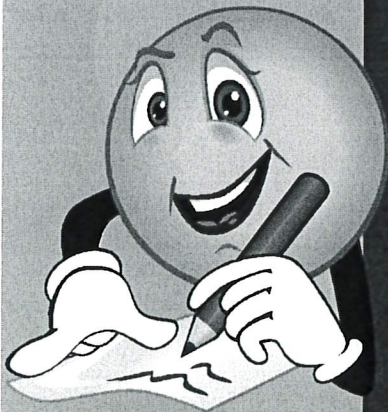


Human Services and Education

Education & Training

This career field involves using a variety of learning styles and tools to make complex concepts more understandable.

Examples of occupations include school administrator, teacher and teacher assistant.



SKILLS you'll need:

- **Communication**—using verbal and written communication skills to educate students.
- **Problem solving**—using scientific thinking and conflict management skills to solve education-related issues.
- **Technical**—applying teaching strategies and technology to enhance education.

COURSES to take in high school & college:

English, Writing and Speech

Human Development

Psychology and Sociology

World Language

ACTIVITIES to participate in:

4-H Junior Leader

Future Teachers

Athletics

Peer Mediation

Student Council

Mentor or Tutor

FCCLA (Family, Career and Community Leaders of America)

Human Services and Education

Government & Public Administration

In this type of career, you may be employed in government positions at the local, state and federal levels.

Examples of occupations include legislator, social and community service manager, and urban and regional planner.



SKILLS you'll need:

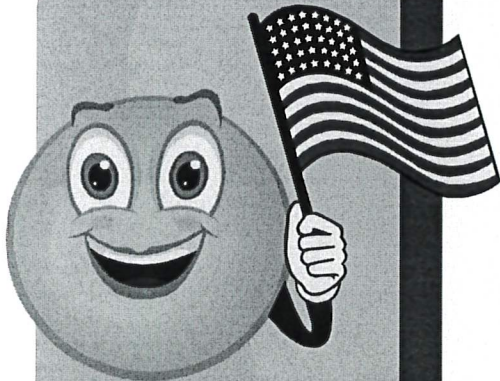
- **Communication**—using communication and negotiation skills that encourage the flow of information and ideas. Knowledge of a second language might be helpful.
- **Problem solving**—assessing government activities, programs and organizations to best meet the needs of society.
- **Technical**—using financial and informational resources to accomplish public goals.

COURSES to take in high school & college:

Business Law Math
World Language English, Speech, Debate
Government and Political Science

ACTIVITIES to participate in:

Debate Team, Speech Team and Mock Trial
Junior ROTC
Student Council

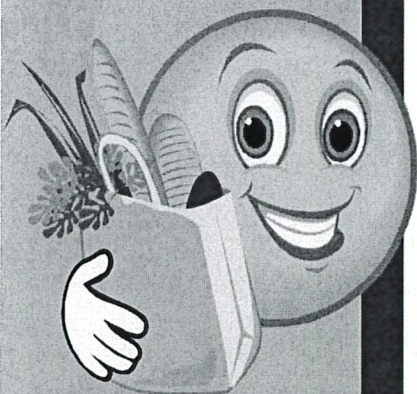


Human Services and Education

Human Services

In this type of career you may work with clients to help them improve their quality of life.

Occupations include mental health counselor, personal and home care aid, and social and human services assistant.



SKILLS you'll need:

- **Communication**—using effective verbal and written communications skills to deliver services to a wide ranges of clients.
- **Problem solving**—understanding community issues and identifying solutions to individual and social problems.
- **Technical**—identifying, selecting and using cost-effective resources to deliver services to the community.

COURSES to take in high school & college:

Consumer Education Parenting
Human Development Personal Finance
Psychology and Sociology

ACTIVITIES to participate in:

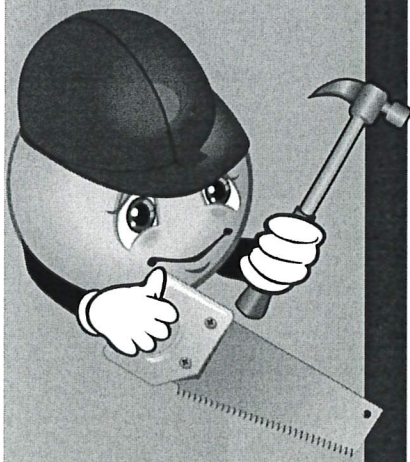
FCCLA (Family, Career and Community Leaders of America)
Peer Mediation
Mentor or Tutor

Skilled and Technical Sciences Architecture

Architecture & Construction

This type of career involves designing, constructing, managing and maintaining buildings.

Examples of occupations include architect, cost estimator, and heating and cooling systems mechanic.



SKILLS you'll need:

- **Communication**—using verbal and visual cues on the jobsite to communicate with coworkers.
- **Problem solving**—adjusting designs, plans and construction schedules to respond to unexpected events and weather conditions.
- **Technical**—using architect's plans and manufacturer's illustrations to visualize the proposed work.

COURSES to take in high school & college:

Computer Aided Drafting Math & Science
Computer Applications Drafting
Construction and Industrial Technology

ACTIVITIES to participate in:

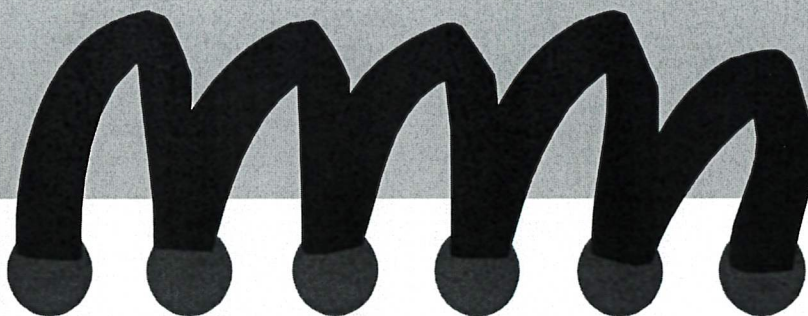
Skills USA—partnership to build skilled workforce
FBLA (Future Business Leaders of America)
Math Club
Math Counts

Skilled and Technical Sciences

Law, Public Safety, Corrections & Security

In this type of career, you may be involved in law, public safety, protective services and homeland security.

Examples of occupations include police officer, lawyer and probation officer.



SKILLS you'll need:

- **Communication**—communicating with a wide variety of people, and handling conflicts using verbal and written communication.
- **Problem solving**—analyzing ideas and evaluating solutions to problems using logic and clear reasoning.
- **Technical**—using tools and technologies to complete the job.

COURSES to take in high school & college:

American Government	Computer Science
American History	Human Development
English/Writing	World Language
Health & Physical Fitness	

ACTIVITIES to participate in:

Athletics	Driver's Education
Student Council	Debate Team
Boys & Girls State	Mock Trial
FCCLA	Jr. ROTC

Skilled and Technical Sciences

Manufacturing

Careers in this area may involve processing raw materials into finished products.

Examples of occupations include industrial production manager, tool and die maker, and welder



SKILLS you'll need:

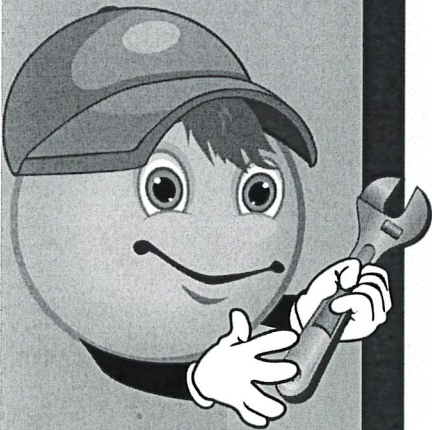
- **Communication**—understanding and communicating technical terminology and information.
- **Problem solving**—solving manufacturing problems using innovative and creative solutions.
- **Technical**—using manufacturing assembling processes that include joining, fastening and bonding.

COURSES to take in high school & college:

Automotive Mechanics Math & Science
Cabinetmaking, Electronics, & Welding
Computer Applications & Programming
Industrial Technologies & Manufacturing

ACTIVITIES to participate in:

FFA—agricultural education Math Club
Skills USA—partnership to build skilled workforce
Science Club
DECA—association of marketing students



Skilled and Technical Sciences

Science, Technology, Engineering, & Mathematics

This type of career may involve scientific research and technical services including laboratory testing.

Examples of occupations include civil engineer, electronic engineer, and medical scientist.



SKILLS you'll need:

- **Communication**—using verbal, written and multi-media skills to communicate to a select audience.
- **Problem solving**—using project management skills to assess the progress of a plan, process or project.
- **Technical**—understanding and using technology to accomplish goals in your area of work.

COURSES to take in high school & college:

Biology, Chemistry and Earth Science
Engineering and Industrial Technology
Math
World Language

ACTIVITIES to participate in:

Math Club
Science Club
Science Fairs
Math Student Competitions



Skilled and Technical Sciences

Transportation, Distribution & Logistics

This career area involves the movement of people, materials, and goods by road, pipeline, air, rail, and water.

Examples of occupations include airline pilot, automotive service mechanic/technician, and storage and transportation manager.



SKILLS you'll need:

- **Communication**—using basic communication skills to express ideas and interpret information.
- **Problem solving**—using a structured problem-solving process to improve performance and business functions.
- **Technical**—assessing the impact technology has on cost, performance and operations.

COURSES to take in high school & college:

Automotive Repair and Diesel Mechanics

Computer Aided Drafting

Industrial Technology and Welding

Math and Science

ACTIVITIES to participate in:

FFA—agricultural education

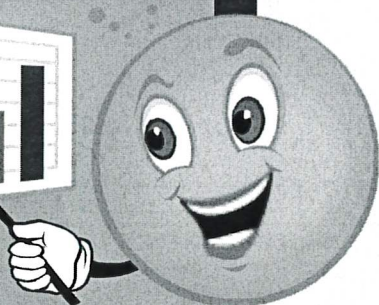
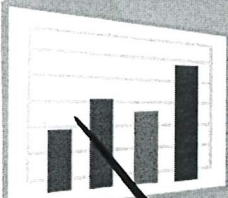
Math Club

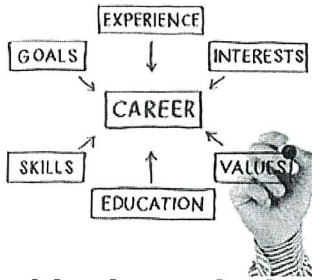
Science Club

Math Counts

DECA—association of marketing students

Skills USA—partnership to build skilled workforce





Career Planning Checklist

Use this time wisely to explore career opportunities and narrow down your choices.

✓ Keep up on your school assignments.

Now is not the time to let your schoolwork get away from you. Stay on track with schoolwork and plan ahead for deadlines. Spend more time studying the subjects that are the hardest for you.

How you perform in high school lets colleges gauge what type of student you are and lets employers assess what type of employee you'll make. Plus, you will learn skills in school that will last you a lifetime.

A good work ethic in school represents a good work ethic in life.

✓ Explore some of the interesting courses offered in high school.

Once you identify some career areas that interest you, take a look at your high school curriculum to see what classes may help in your career decision-making. Interested in journalism? Try a writing class. Interested in medicine? Sign up for an anatomy or biology class.

Taking a class can re-affirm your interest in the field and build on your skills. If you find that the class is not for you, you still have time to change course and explore different career paths. High school provides the perfect time to "sample" what's out there before you need to make a commitment.

Take classes now to help establish a direction for the future.

✓ Think about what kind of job you would like to have someday.

Think about what you would like to do with your life after high school. Would you like to work in a busy office, or do you prefer the outdoors? Do you like being around lots of people, or are you more of a loner?

Visit the Nebraska Career Connections web site; <http://www.nebraskacareerconnections.org/>; and complete the assessments there to see what careers may best fit your personality and interests. Choosing a career that you like and you are good at will be a big part of your future happiness.

A good career choice "fits" your personality and interests.

✓ Get experience.

Get an early start on career exploration by trying out an internship or job shadowing opportunity. Internships and job shadowing are great ways to get some "real world" experience in a field that interests you. These types of on-the-job training give you a small taste of what you may face day to day should you pursue full-time work in that field. Ask Mrs. Knutson about this opportunity.

Internships and job shadowing look terrific on a college or employment application.

Source: EducationPlanner.org; online [<http://www.educationplanner.org/students/career-planning/checklists/high-school.shtml>]

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