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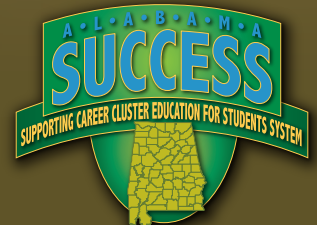
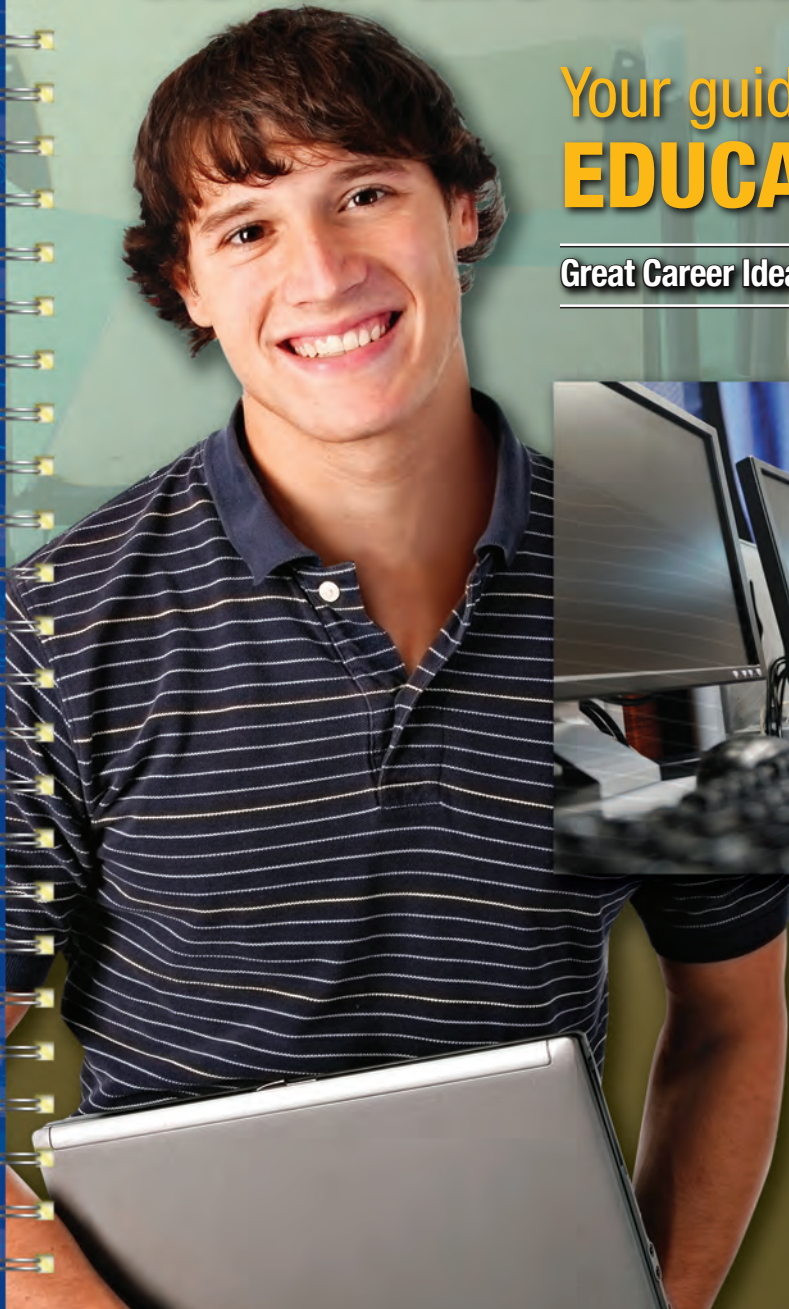
ALABAMA SUCCESS

EDUCATION & CAREER PLANNER

Go to the Head of the Class

Your guide to careers in
EDUCATION & TRAINING

Great Career Ideas • Creating Your Plan • College Resources



A message from . . .



Robert Bentley,
Governor of Alabama

The investments we make in our students today will help shape their futures for years to come. Our students are destined to become high-performing professionals in all sectors of the workforce.

Alabama SUCCESS is an initiative designed to help students access valuable information about current careers, postsecondary learning, and financial literacy resources.

Our goal is to give students the opportunities they need to prepare themselves for success. We want our students to be well-equipped for top careers in Alabama's workforce - which has a growing influence on the global marketplace.

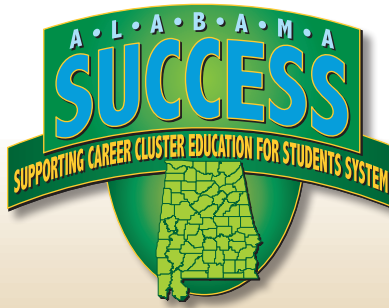
This Alabama SUCCESS guide is a great resource to assist in preparing for a bright and successful future.



Dr. Thomas R. Bice,
Alabama State
Superintendent of
Education

Alabama SUCCESS is an invaluable resource designed specifically for students. By

learning about actual career fields and the education and experience required for specific jobs, you will be better able to figure out what you want to do after high school and what you need to do to achieve your goals.



ATTENTION, PARENTS



This guide is part of a series created to help students in Alabama learn more about careers, salaries, and the steps they need to take to reach their goals. By connecting what they learn in the classroom to real jobs that interest them, Alabama students will graduate better prepared for life and work. You can help your child use this guide by:

- ◆ Talking to your child about what careers interest him or her—and why
- ◆ Sharing your work experiences—pro and con—with your child
- ◆ Asking people in your community who work in jobs that interest your child to talk about their careers or to let your child visit their workplace.





What Employers Want



**Paul R. Hubbert, Executive Secretary
Alabama Education Association**

“**F**irst and foremost, a good teacher is caring, compassionate, and competent in his or her subject matter. A good teacher loves people and learning. Teachers are generally fair, self-confident, positive and good listeners. School must be a place where a child can feel comfortable and safe.

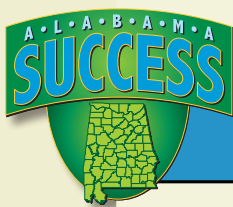
To teach in Alabama schools, one also needs to be cognizant of diversity within students and within the various cultures of students. Being an effective teacher requires an understanding of different cultures.

In addition, prospective teachers will need to meet requirements delineated in the Alabama Administrative Code. These requirements can be met at any number of Alabama colleges.

Teachers in training must also go through many hours of clinical experience. The Alabama Education Association sponsors ‘Future Teachers of Alabama,’ a program that gives high school students a chance to earn teaching-related experiences before going to college.”

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CLUSTER
EDUCATION & TRAINING

PATHWAY

- ▶ Administrative and Support Services
- ▶ Professional Support Services
- ▶ Teaching/Training

SAMPLE OCCUPATION

- ▶ Principal
- ▶ School Counselor
- ▶ Kindergarten Teacher

Education & Training

Careers in education tend to best suit individuals who have a desire to make a difference in the lives of their students. But that does not mean that the Education & Training career cluster is lacking in diversity. There's a high demand for talented teachers in Alabama classrooms; as corporate trainers; and as school counselors, coaches and administrators.

CLUSTER PROFILE



YOU DECIDE

Does the Education & Training career cluster fit you, your talents, and your dreams? Take this quick quiz to find out.

1

Do you enjoy school?

WHY IT MATTERS:

If you are the type who looks forward to school, there is a good chance you could find yourself at home in a teaching career.

2

Are you active in school or community groups?

WHY IT MATTERS:

Teaching may require participation in student and community groups that relate to education.

3

Do you love to learn?

WHY IT MATTERS:

Learning is the essence of teaching, and a basic passion for learning is fundamental to succeeding in this career cluster.

4

Do you help your friends with schoolwork or studying?

WHY IT MATTERS:

For many educators, tutoring can be the first step toward a long career in education.

5

Are you comfortable speaking in front of groups?

WHY IT MATTERS:

Day after day, educational professionals speak in front of groups. If you enjoy public speaking, you just might find happiness in pursuing a career in the field of education.

If you answered "yes" to most of these questions, Education & Training could be right for you.



YOUNG PROFESSIONAL PROFILE

NAME: Kerrie Gaut

EDUCATION: Shelby County High School, Columbiana; The University of Montevallo, Montevallo—Elementary Education, Working toward Bachelor of Science Degree

In her senior year, Shelby County High School graduate Kerrie Gaut enrolled in a class at the high school's Teaching Academy. There, she reviewed basic teaching principles, including everything from how to develop a lesson plan to how to organize a classroom. As part of the teaching course, Gaut and her classmates also got a chance to work with local elementary schools. That opportunity eventually landed Gaut a job running the after-school program at Elvin Hill Elementary, where she has worked ever since.

Thanks to that experience, Gaut can now look forward to a career as an elementary teacher, a path that began inside the four walls of a high school teaching course.

"The Teaching Academy is what got me here," says Gaut, now a junior at the University of Montevallo, working towards a Bachelor's of Arts in Elementary Education. "The academy not only set me up with my job, but it also gave me real world experience. I feel so far ahead of the game."

LEARN MORE

Explore opportunities to gain experience in Education & Training at the website of the Alabama Education Association, www.myaea.org.



MAKE A PLAN

Sit down with your parents and counselor and create a plan.

Map out an Alabama Education Plan (sample at right) based on your interests, strengths, and possible career goals.

Your plan outlines the courses and electives you'll take in high school, plus related clubs and career preparation. Your counselor will work with you to determine the learning experiences needed for you to complete your plan, such as using distance learning or earning college credit from your local community college.

Here's a sample Alabama Education Plan for you to use as a guide.

SAMPLE* Alabama Education Plan



Name: Jordan Smith
School: Central High School
Diploma Option: Advanced Career and Technical Endorsement
Cluster: Education & Training
Pathway: Teaching/Training
Career Goal: Kindergarten Teacher
Postsecondary Goal: Bachelor of Science in Education

	Math	English	Science	Social Studies	Other Optional Courses	Sampling of Career and Technical Education Courses in Pathway
9th Grade	Algebra I	English 9	Physical Science	World History 1500–Present	<ul style="list-style-type: none"> ■ Physical Education -1 ■ Health - ½ ■ Fine Arts - ½ ■ Computer Application - ½ ■ Foreign Language I** ■ Foreign Language II** 	<ul style="list-style-type: none"> ■ Education and Training ■ Child Development ■ Food and Nutrition ■ Family Wellness ■ Parenting ■ Life Connections ■ Educational Leadership*** ■ Professional Support Services in Education ■ Education and Training Internship ■ Creative Arts ■ Teaching I ■ Teaching II ■ Early Childhood Education I ■ Early Childhood Education II
10th Grade	Geometry	English 10	Biology	United States History to 1877		
11th Grade	Algebra II with Trigonometry	English 11	Chemistry	United States History to Present		
12th Grade	Pre-Calculus or Calculus	English 12	Physics	Government and Economics		
Community College	General Education Requirements <ul style="list-style-type: none"> ■ English Composition I ■ English Composition II or SPH 106 ■ Humanities Elective ■ Intermediate College Math 					<ul style="list-style-type: none"> ■ Microcomputer Applications ■ Math or Science Elective ■ History, Social, or Behavioral Science ■ Orientation for Career Students
Higher Education						

Education and Career Assessments:

8th Grade: Interest inventory and education plan initiated for all learners
 11th Grade: College placement assessment

Career Learning Experiences:

Career preparation—paid and unpaid, internships, job shadowing

Co-Curricular Experiences:

Family, Career and Community Leaders of America (FCCLA)
 Extracurricular Experiences: Future Teachers of America Club (FTA)

Service Learning Experiences:

Volunteer to assist teachers at local elementary schools after school

*This is a sample plan and should not be considered a definitive plan for any student interested in this career cluster.
 Alabama First Choice diploma requires 2 years of the same foreign language. *Statewide articulated course

ARTICULATION AGREEMENT

is a fancy term for a simple education agreement that can streamline your road to a successful career.

Statewide articulation agreements link all high schools and two-year colleges in Alabama. They provide credit at two-year colleges for coursework mastered at the high school level.

Articulation agreements can take you down your career pathway as well. In many cases, students transferring from two-year to four-year colleges and universities can complete four-year general studies core course requirements before they transfer.



Get Career Credentials

If you're a student in a career and technical education (CTE) program, you may have the option of earning a Career Readiness Certificate along with your high school diploma. The nationally recognized certificate shows you're proficient in applied math, reading for information, and locating information—skills employers highly value. Ask your school counselor about the statewide program; if it's not in your high school now, it will be implemented soon.



CAREER IDEAS

Need-to-know facts and figures about real Alabama jobs, salaries, and education options in Education & Training.

The 12 careers highlighted on the next page are a sampling of occupations in the **Education & Training** cluster in Alabama. The charts include occupation name, description, plus wages for workers just starting out in the profession, average wages for those in the occupation, and the wages earned by experienced workers in the job (see “How to Read Job Charts”). The bar below the occupation’s name contains the Standard Occupational Code (SOC); use the SOC to look up more information about the career in online databases such as O*NET (see below). The bars are also color-coded to indicate the minimum level of education required for each profession.

For further information on occupations in all career clusters, go to the O*NET database at www.online.onetcenter.org.

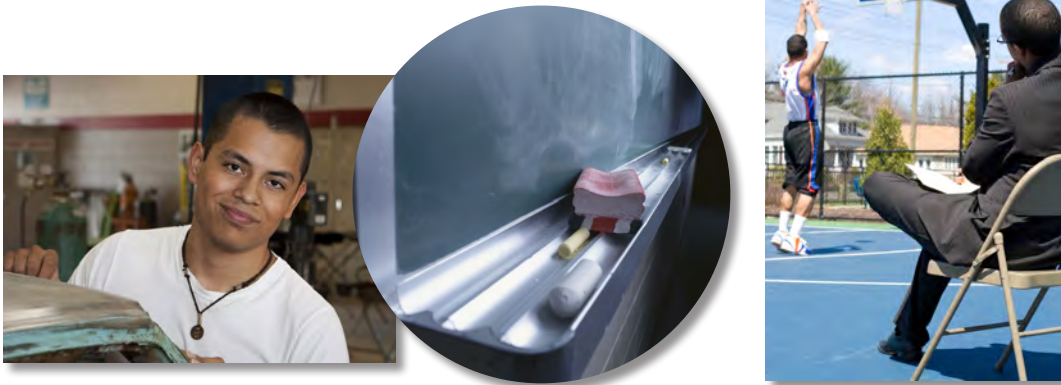
How to Read Job Charts

- Starting Annual Salary
- Average Annual Salary
- Experienced Hourly Wage
- Occupation Name
- SOC Number
- Minimum Education Level (indicated by color bar)
- Occupation Description

EDUCATION LEVELS

- On-the-Job Training
- Work Experience in a Related Occupation
- Postsecondary Vocational Training
- Associate’s Degree
- Bachelor’s Degree
- Master’s Degree
- Doctoral Degree

Source: Alabama Department of Industrial Relations, Labor Market Information Division.



Check Out These Three COOL CAREERS

Outdoor Education Instructor

WHAT: Teach skills such as whitewater kayaking, rock climbing, wilderness survival, and first aid.

WHO: Outdoor education instructors love outdoor adventure activities, are in excellent physical shape, and have the patience and maturity to teach people of all ages and ability levels.



School Psychologist

WHAT: School psychologists help students cope with emotional difficulties as a way of improving their school performance. Psychologists work with students directly and advise teachers on the best ways to help the students in the classroom.

WHO: Like educators, school psychologists must have a basic love for learning. They must also be good listeners and comfortable working with children.



Postsecondary Teacher of Sustainability

WHAT: As the green career movement continues, more and more colleges are teaching sustainability classes in the areas of solar, wind and hydroelectric power, as well as agricultural sustainability.

WHO: Students with an interest in environmental issues, as well as sound teaching skills. More and more, sustainability is becoming a central focus of agricultural instruction groups in Alabama’s community colleges and elsewhere.





\$31,600
\$37,700
\$139,300

**Law Teacher
(Postsecondary)**

SOC: 25-1112

Teach courses in law.



\$37,000
\$65,100
\$91,000

**Instructional
Coordinator**

SOC: 25-9031

Manage instructional projects and activities that support in-class learning.

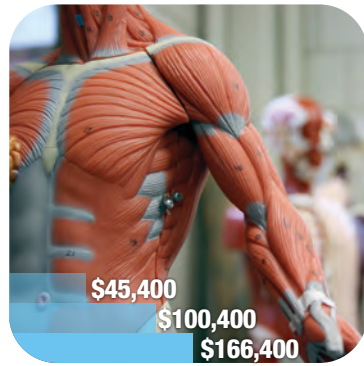


\$48,500
\$83,700
\$166,400

**Health Specialties Teacher
(Postsecondary)**

SOC: 25-1071

Teach courses in health specialties, such as veterinary medicine, dentistry, pharmacy, and public health.



\$45,400
\$100,400
\$166,400

**Biological Science Teacher
(Postsecondary)**

SOC: 25-1042

Teach courses in biological science.



\$29,700
\$78,000
\$148,800

**Business Teacher
(Postsecondary)**

SOC: 25-1011

Teach courses in business administration and management, such as accounting, finance, and labor relations.



\$30,600
\$58,400
\$100,200

**Education Teacher
(Postsecondary)**

SOC: 25-1081

Teach courses pertaining to education, such as counseling, curriculum, guidance, and teaching English as a second language.



\$32,100
\$56,600
\$89,900

**Nursing Instructors
and Teachers (Postsecondary)**

SOC: 25-1072

Teach nurses in training how to care for patients through classroom and clinical instruction.



\$22,700
\$44,900
\$75,600

**English Language and
Literature Teacher (Postsecondary)**

SOC: 25-1123

Teach courses in English language and literature, including linguistics and comparative literature.



\$38,100
\$53,000
\$66,500

**Career/Technical Education
Teacher (Postsecondary)**

SOC: 25-1194

Teach career and technical or occupational subjects at the postsecondary school level.



\$38,300
\$49,000
\$60,200

**Special Education Teacher,
(Middle School)**

SOC: 25-2053

Teach elementary and preschool subjects to educationally and physically handicapped students.



\$29,200
\$54,700
\$79,400

Archivist

SOC: 25-4011

Work with the historical and permanent records of an education institution. Research and oversee documents' safekeeping.



\$15,800
\$18,800
\$24,600

Teacher Assistant

SOC: 43-9031

Perform duties that are instructional in nature and deliver direct services to students or parents.

All the other Alabama SUCCEEDS guides present hourly wage information for the 12 career ideas, however, that information is not available for Education and Training careers as teachers, for example, do not work on a full year's schedule. In this career cluster guide only, the information presented is annual salaries for each of the professions.



Think Again

Now is the time to take a fresh look at Education & Training careers you may not have considered before.



MYTH: All teaching jobs lead to the classroom.

FACTS: While most jobs in Education & Training revolve around classroom teaching, opportunities outside of the classroom are constantly emerging. Librarians, for example, have a great opportunity to influence students without having to be in front of students all day, every day. Those students that are not at their most comfortable speaking in front groups should not rule out the possibility of a career in Education & Training.

Reality Check

What It Costs to Live on Your Own in Alabama

Estimated 2009–2010 monthly expenses for a 22-year-old living in Birmingham.

Note: Keep in mind that your paycheck will be reduced by about 30 percent to cover taxes, retirement, and insurance. What's left is known as your "take-home pay." Subtract 30 percent from the salaries shown on page 5 to get a more accurate take-home amount.



Cable and Internet:
\$90



Rent and utilities:
\$700–\$800

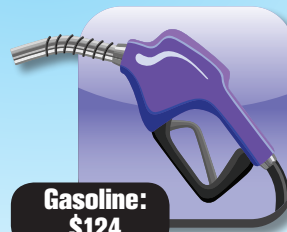
(1-bedroom)



Cell phone:
\$70



Groceries:
\$200–\$250



Gasoline:
\$124

(1,000 miles @ \$3.10 per gallon, 25 MPG)



Car insurance:
\$30–\$95

(6-month policy)

Monthly total:
\$1,310–\$1,654

Yearly total:
\$15,742–\$19,851



Car payment:
\$350–\$450

(Used 2008/2009 4-door)



Check It OUT

Most Alabama schools offer these student organizations related to the **Education & Training** career cluster:



Family, Career and Community Leaders of America, Inc

Family, Career and Community Leaders of America, Inc. (FCCLA), is the only in-school student organization that has the family as its focus. The family and consumer sciences organization, which has some 220,000 student members nationwide, sponsors annual STAR (Students Taking Action with Recognition) events. Each summer, winners of state events advance to compete in the national STAR events.

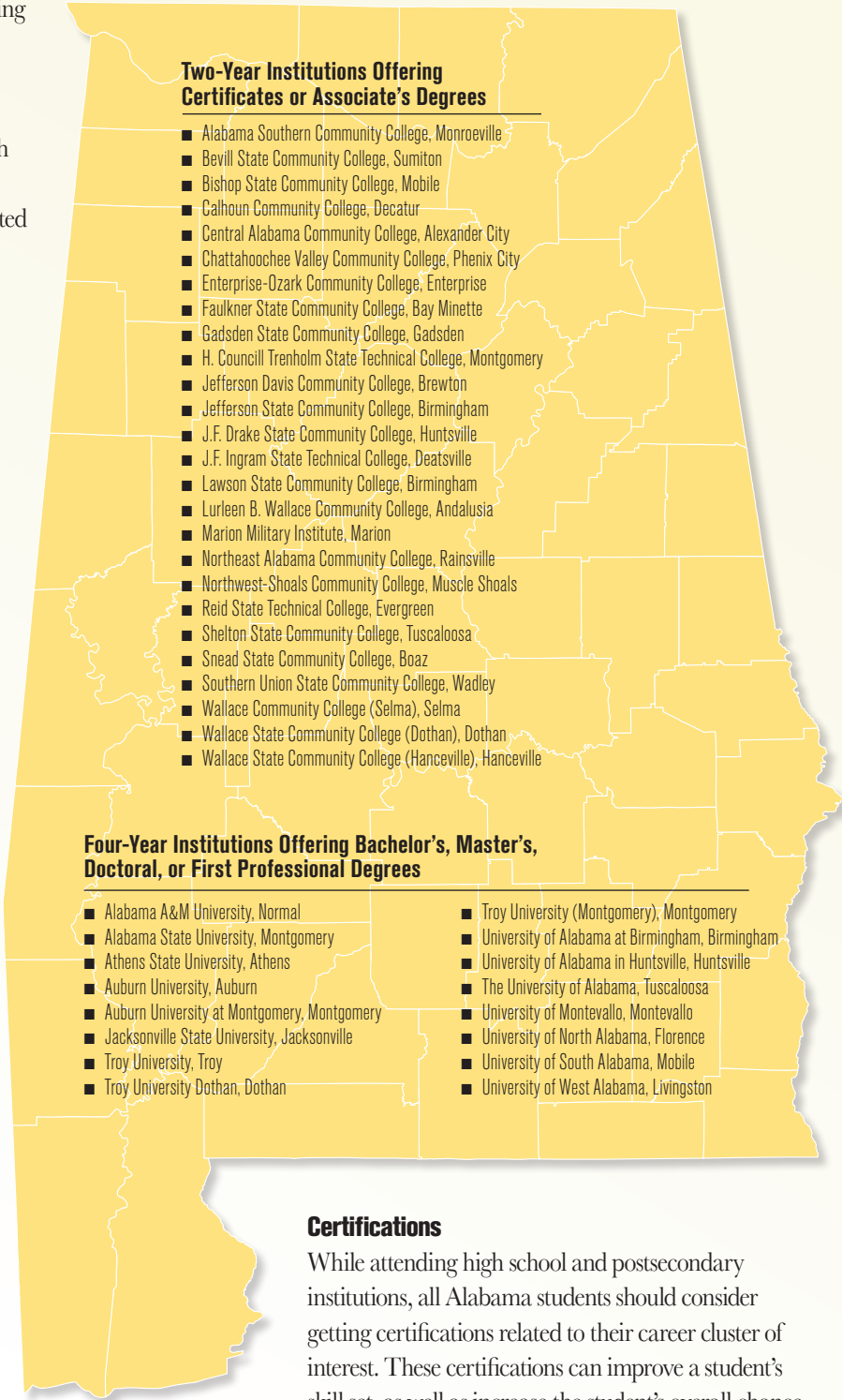


Future Teachers of America (FTA)

Future Teachers of America (FTA) prepares future educators for teaching in the classroom, although it is open to all students interested in any aspect of the education field.

Take It to the Next Level

In Alabama, the learning doesn't stop with high school graduation. Here is a list of public postsecondary (after high school) institutions that may offer programs related to this cluster.



Two-Year Institutions Offering Certificates or Associate's Degrees

- Alabama Southern Community College, Monroeville
- Bevill State Community College, Sumiton
- Bishop State Community College, Mobile
- Calhoun Community College, Decatur
- Central Alabama Community College, Alexander City
- Chattahoochee Valley Community College, Phenix City
- Enterprise-Ozark Community College, Enterprise
- Faulkner State Community College, Bay Minette
- Gadsden State Community College, Gadsden
- H. Councill Trenholm State Technical College, Montgomery
- Jefferson Davis Community College, Brewton
- Jefferson State Community College, Birmingham
- J.F. Drake State Community College, Huntsville
- J.F. Ingram State Technical College, Deatsville
- Lawson State Community College, Birmingham
- Lurleen B. Wallace Community College, Andalusia
- Marion Military Institute, Marion
- Northeast Alabama Community College, Rainsville
- Northwest-Shoals Community College, Muscle Shoals
- Reid State Technical College, Evergreen
- Shelton State Community College, Tuscaloosa
- Snead State Community College, Boaz
- Southern Union State Community College, Wadley
- Wallace Community College (Selma), Selma
- Wallace State Community College (Dothan), Dothan
- Wallace State Community College (Hanceville), Hanceville

Four-Year Institutions Offering Bachelor's, Master's, Doctoral, or First Professional Degrees

- Alabama A&M University, Normal
- Alabama State University, Montgomery
- Athens State University, Athens
- Auburn University, Auburn
- Auburn University at Montgomery, Montgomery
- Jacksonville State University, Jacksonville
- Troy University, Troy
- Troy University Dothan, Dothan
- Troy University (Montgomery), Montgomery
- University of Alabama at Birmingham, Birmingham
- University of Alabama in Huntsville, Huntsville
- The University of Alabama, Tuscaloosa
- University of Montevallo, Montevallo
- University of North Alabama, Florence
- University of South Alabama, Mobile
- University of West Alabama, Livingston

Certifications

While attending high school and postsecondary institutions, all Alabama students should consider getting certifications related to their career cluster of interest. These certifications can improve a student's skill set, as well as increase the student's overall chance of gaining employment in the field.



GETTING READY



GRADE 9 FRESHMAN YEAR

- ◆ Research your career options based on your interests, talents, and goals.
- ◆ Choose a career cluster.
- ◆ Create an Alabama Education Plan (see page 3).
- ◆ Do your best work in all your classes. Course selection and grades really do count when you are applying to colleges and training programs.
- ◆ Keep a folder or portfolio of your activities, awards, accomplishments, and work experience, and add to it during your high school career.

GRADE 10 SOPHOMORE YEAR

- ◆ Continue building the strongest possible academic record.
- ◆ Consider taking the PLAN (pre-ACT) if you plan to apply to a two-year college or university in the future.
- ◆ Consider taking the PSAT (preliminary SAT/National Merit Scholarship Test) if you plan to apply to a two-year college or university in the future.
- ◆ Use the information in your portfolio to create a resume.
- ◆ Apply for summer jobs, internships, or volunteer activities related to your career cluster.

GRADE 11 JUNIOR YEAR

- ◆ Take the PSAT/NMSQT.
- ◆ Use resources available at your school (books, online tools, college fairs, etc.) to research postsecondary education options related to your career goals.
- ◆ Register to take either the ACT or the SAT I and SAT II Subject Tests. There are testing dates every month from January through June. Registration deadlines are approximately four weeks before each testing date.
- ◆ Apply for summer jobs, internships, and volunteer activities related to your career goals.

GRADE 12 SENIOR YEAR

- ◆ In the fall, apply to postsecondary programs and retake any standardized college admissions tests if you would like to improve your score.
- ◆ Beginning in November, complete college financial aid forms. Deadlines and required data differ from school to school, so read the instructions carefully.
- ◆ In the spring, choose your postsecondary program on the basis of where you have been accepted, costs, etc.
- ◆ Continue doing your best work. Most schools require a final transcript before making your acceptance official.



COLLEGE PREP: Getting Accepted

The college admissions process can be stressful and a bit scary, especially if you are the first in your family to apply. Give yourself the best shot at getting into a college program that matches your goals by following these five steps:

1. Make the Grade

Your grade point average really does count, so do your best work on every assignment, pay attention in class, and participate in group discussions.

2. Get Involved

Build teamwork and leadership skills by joining clubs and teams at your school, volunteering for service projects, and participating in church or community activities.

3. Make a List

Before you can apply to college, you have to figure out what you would like to study and what matters most to you (like location, size, or religious affiliation). Use the college guides in your local library, school library, or counselor's office to start making a list of colleges that interest you.

4. Plan for Tests

Most colleges want scores from the ACT, SAT, or SAT II tests. See what tests the schools on your list require, sign up to take them in time to include the scores on your application, and then practice the free SAT sample questions.

5. Be Neat and Complete

Before you send in a college application, double-check your spelling, make sure nothing is missing, and save a copy just in case you have to submit it again.

PAYING YOUR WAY: Financial Aid

Every Alabama student can afford to go to college. It just takes a little planning. Put your college dreams within financial reach by taking these five steps:

1. Consider a Community College

Alabama's public and private two-year colleges offer an affordable way to earn an associate's degree or complete enough credits to transfer into a four-year school as a junior.

2. Weigh Your Options Attending one of Alabama's four-year public or private schools cuts travel costs and other living expenses, as compared to attending schools out of state. In addition, public schools offer reduced in-state tuition, and, if there's a college nearby, you can save even more by living at home.

3. Rise to the Top

Apply to a couple of schools at which your grades and accomplishments put you near the top of the typical applicant pool. Since your application will stand out, you'll be more likely to qualify for scholarships and other merit aid.

4. Do a Little Digging

More than one million local, national, and college-specific scholarships are available each year. Ask your school librarian and counselor for help finding printed scholarship resource guides. To find and apply for scholarships online, sign up for the free college scholarship search source FastWeb.

5. Apply for Aid

Fill out the Free Application for Federal Student Aid (FAFSA) as soon as possible after January 1 of the year you'll be starting college. FAFSA forms and instruction booklets are available in your guidance counselor's office. Some schools also require the CSS/Financial Aid Profile form and others have their own financial aid forms. Carefully read each college's application to figure out what forms you need to submit and when.

Tool Box



Resource Shelf

Use these websites and other resources available from your school counselor to learn more about careers, career clusters, and educational and job opportunities in high school and beyond.

ACCESS

ACCESS (Alabama Connecting Classrooms, Educators, and Students Statewide) Distance Learning provides opportunities and options for Alabama public high school students to engage in advanced placement (AP), elective, and other courses to which they may not otherwise have access.

Alabama Career Information Network

This new Web portal increases Alabama students' and families' access to valuable career exploration activities and college financial aid information.

Alabama Commission on Higher Education

Click on "Colleges & Universities" within this website for a list of four-year institutions in Alabama.

The Alabama Community College System

Learn all about the public and private two-year colleges in Alabama. Connect directly to each school's website to see the courses, majors, degrees, and scholarships it offers to Alabama students.

Alabama Tech Prep

This booklet is sponsored by Alabama Tech Prep. The goal of Tech Prep is to create a smooth transition from high school to college and to a career.

Alabama Virtual Library

This Alabama Legislature-funded site provides all students, teachers, and citizens of the State of Alabama with online access to essential library and information resources.

America's Career InfoNet

Use this site to search for occupational information, industry information, and state-specific labor market information.

Career Voyages

This career planning resource helps students, parents, career changers, and career advisors.

O*NET (Occupational Information Network)

O*NET provides full information on occupations, including state-by-state salary data, employment prospects, and skill matching for students.

U.S. Department of Labor Occupational Outlook Handbook

A valuable resource for both counselors and students, this federal website offers updated information on careers, job responsibilities and working conditions, salaries, and what jobs will be available in the future.

Articulation agreements: formal agreements between or among educational organizations (high schools, community colleges, and universities) that allow students to receive college credit for courses taken in high school.

Associate's degree: a two-year degree awarded by a community college.

Bachelor's degree: a four-year degree awarded by a college or university.

Career and technical student organizations (CTSOs): co-curricular organizations for students that offer activities and competitions related to particular careers.

Career Clusters: identifies pathways from high schools to two- and four-year colleges, technical schools, graduate schools, apprenticeship programs, and workplace so that learners can recognize the relationship between what they learn in school and what they can do in the future.

Career Pathways: pathways are sub-groupings of occupations/career specialties. Occupations/Career specialties are grouped into Pathways based on the fact that they require a set of common knowledge and skills for career success.

Doctoral degree: a degree awarded by universities for study beyond a master's degree. May also be called a Ph.D. or a first professional degree.

Dual enrollment: a program between Alabama public colleges and universities and local boards of education that allows high school students to enroll in certain approved college-level courses to receive both high school and college credit.

ECEP (Early College Enrollment Program): a program that allows juniors and seniors to have full-time enrollment at an Alabama public college or university while still graduating with their class and staying involved with high school activities.

Extended learning experiences: participation in career and technical student organizations, co-curricular activities, job shadowing, internships, or community service.

Internship: an extended learning experience that gives students an opportunity to work temporarily at an entry-level job in a career that interests them.

Job shadowing: an extended learning experience in which students observe professionals in particular careers as they go through a day on the job.

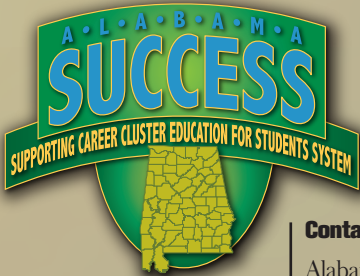
Master's degree: a degree awarded by universities for study beyond a bachelor's degree.

Postsecondary education: education beyond high school. Middle and high school are referred to as *secondary education*, so *postsecondary* means after high school.

STARS (State Transfer & Articulation Reporting System): STARS System allows public two-year students in Alabama to obtain a Transfer Guide/Agreement for the major of their choice. This guide/agreement, if used correctly, guides the student through their first two years of coursework and prevents loss of credit hours upon transfer to the appropriate public four-year university in Alabama.



Alabama Career Clusters and Pathways



Contact Information

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STATE OF ALABAMA • DEPARTMENT OF EDUCATION •
THOMAS R. BICE, STATE SUPERINTENDENT OF EDUCATION 9/12