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EDUCATION & TRAINING CAREER CLUSTER



NEBRASKA CAREER TOURS

WHAT TO EXPECT...



INTERVIEWS

Each video contains interviews with employees and business representatives discussing work requirements, education levels, salary and job prospects.



TOURS

Experience virtual industry tours that provide a unique opportunity to get a glimpse inside Nebraska-based companies without leaving your home or classroom.



INFORMATION

Throughout the videos you will find valuable information regarding job markets, salaries, and educational requirements to help you identify a possible career path.

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TEACHER DISCUSSION GUIDE
www.necareertours.com

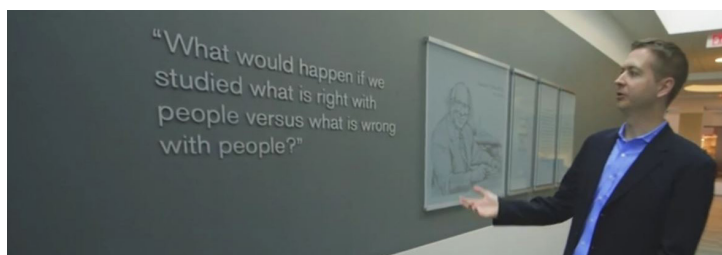




NEBRASKA CAREER TOURS

EDUCATION AND TRAINING

This cluster prepares for careers in providing, supporting, and managing the education and training of millions of learners. It encompasses ages from pre-school through adults; varies from informal to formal settings; and provides for the skills necessary for initial entrance as well as updating skills to advance within the job or train for a different one.





NOTE TO INSTRUCTOR:

Below are suggested activities and questions to accompany the virtual industry tour. Each component may be used individually or modified to fit the needs of your classroom. For more information on this Career Cluster, visit these websites:

- www.education.ne.gov/nce/CareerClustersResources.html
- h3.ne.gov/H3/
- www.nebraskacareerconnections.org

In addition, NEworks has an array of resources, including Nebraska Workforce Trends magazine, Labor Market Regional Reviews, Occupational Profiles and Career Ladder Posters, available at <https://www.neworks.nebraska.gov> under Labor Market Information, Publications.

BELL RINGER:



Post the following prompt on a writing surface for students to answer as they enter the room. They will respond individually in their notes.

Describe the best teacher you've ever had and how they have impacted you as a student.

Have several students share with the class. Point out that different types of educators work with students of all ages from pre-school to adults. Individuals employed in the Education and Training Cluster help us acquire the knowledge and skills necessary to be successful in any career.

ANTICIPATORY SET:



Guide students to think about the importance of the Education and Training Cluster by exploring the roles of teachers. Divide students into pairs. Give these instructions:

- o **Consider the teachers you've had both in and out of school.**
- o **As a pair, list eight traits of an effective teacher.**
- o **You have two minutes to complete your list**

Then, have each student pair join one other pair to create a group of four. Give these instructions:

- o **Share and discuss your lists.**
- o **As a group, decide upon the top five traits of an effective teacher.**
- o **You have five minutes.**

Have groups share with the class. Then, facilitate a discussion by asking these questions:

- o **What do you learn from teachers?**
- o **Why is it important to have effective teachers in the classroom?**
- o **What skills do you have that would help you be an effective educator?**
- o **Why are careers in the Education and Training Career Cluster important?**



Point out that teachers are essential for teaching us the knowledge and skills needed for career and life success. However, we also encounter educators in a variety of formal and informal settings from the age of pre-school to adulthood. These teachers and trainers provide us the skills and knowledge needed to advance within a career or even train for a new one.

INTRODUCTORY QUESTIONS:



Ask the following questions to students in journal form or aloud. If asking aloud, have students share with a partner first, then ask two or three students to share. Responses will vary. Remember these responses are based on the students' knowledge prior to watching the virtual tour.

- o **When you think of Education and Training, what types of jobs come to mind?**
- o **Are these careers YOU might be interested in? Why or why not?**

CONTENT:



Show the five components of the virtual industry tour: www.necareertours.com. Students may individually view the videos online as well. Have students complete the student viewing guide as they learn about the Career Cluster. Introduce the virtual tours by saying:

"Today we will watch five videos highlighting careers in the Education and Training Career Cluster. Each professional will describe their involvement in the industry, as well as the skills necessary for success."

FOLLOW-UP QUESTIONS:



Ask the following questions to students after they view the virtual industry tour. Questions can be given as journal questions or asked aloud. Questions can also be assigned individually or in groups.

1. How would you define this Career Cluster?

- o The Education and Training Cluster prepares individuals for careers in providing, supporting, and managing the education and training of millions of learners. It encompasses working with learners ranging in age from infancy to adulthood; it varies from informal to formal settings; and it provides for the skills necessary for initial entrance into a career, as well as to update skills in order to advance within a job or train for a different one.

2. What surprised you about this Career Cluster?

- o Answers will vary.



3. What types of careers are included in this Career Cluster?

- o Learning and development consultant, training and development specialist, elementary school teacher, secondary school teacher, skilled and technical sciences teacher, career and technical education teacher, physical education teacher, health teacher, assistant director of student programs for college, college professor, school counselor and coach
- o Examples of other careers not mentioned in the video: Curriculum developer, director of training, principal, superintendent, program coordinator or supervisor, test or measurement specialist, educational technology specialist, interpreter, librarian or media specialist, parent educator, social worker, early childhood education teacher, human resources trainer, educational psychologist, and teacher's assistant
- o Note to instructor: Point out to students that a career in education and training may result from gaining experience in another career field and then sharing the knowledge and skills gained as a corporate trainer or consultant.
- o Note to instructor: Explain to students that this Career Cluster can be divided into three Career Pathways including:
 - Administration and administrative support
 - Professional support services
 - Teaching/trainingEach Career Pathway has a more narrow skill set for the occupations within that career pathway.
- o For more information about these careers, have students visit: <https://www.education.ne.gov/nce/careerclusters/2013/EDUCAT.pdf> or <http://h3.ne.gov/>

4. Which pathways were represented in the virtual tours?

- o Teaching and training pathway
 - Corporate training and development: Benjamin (Gallup)
 - Elementary education: Chance (Buffalo Elementary)
 - Secondary education: Charmain (North Star High School)
 - Post secondary education: Alma (University of Nebraska Omaha)
- o Administration and administrative support pathway
 - Postsecondary education: Alma (University of Nebraska Omaha)
 - Professional support services: Melissa (Eustis-Farnam)



5. List and describe the pathways of this Career Cluster.

- o Administration and administrative support: These individuals provide direction, leadership and day-to-day management of educational activities in schools, preschools, daycare centers, colleges, universities, businesses, industries, correctional institutions, museums, job training and community service organizations
- o Professional support services: These individuals represent a variety of highly specialized occupations that are critical to our education and training system. Counselors, psychologists, social workers, speech-language pathologists and audiologists assist with personal and family needs, mental health assistance, educational goals and career decision making.
- o Teaching and Training: These individuals have the ability to communicate, inspire trust and confidence and motivate learners, as well as understand their educational and emotional needs. Teachers must be able to recognize and respond to the individual differences of diverse learners and employ different teaching and training methods that will result in higher learner achievement.

6. The training and development specialist, school counselor, and teacher careers are all considered H3 (High skill, high wage and high demand) occupations. What does this mean?

- o These are today's in-demand jobs
- o High wage jobs are those with at least half of their wage measures at or above the regional average for all occupations. Measurements include: average hourly wage, entry wage, experienced wage, tenth percentile wage, twenty-fifth percentile wage, fiftieth percentile, seventy-fifth percentile wage and ninetieth percentile wage. The percentile wage estimate is the value of a wage below which a certain percent of workers fall.
- o High skill jobs require some form of postsecondary education (2 year, 4 year, certification, etc.). Occupations may also require a high school degree with long-term on-the-job training, apprenticeship or an internship.
- o High demand jobs are determined by the number of annual openings, net change in employment and growth rate.



7. Why did Alma Ramirez-Rodgers (Postsecondary Education-University of Nebraska Omaha) want and need to obtain a master's degree?

- o She wanted to be able to advance in her career and make more money.
- o In general, a graduate degree may be necessary for a specific career, may allow for advancement within a career, may increase your options and employability, may satisfy intellectual curiosity, and in many instances, increases salary.

8. What are the roles and responsibilities of an educator at all age levels?

- o Serve as a role model and mentor for students
- o Help students identify his/her learning styles
- o Guide students to set goals and help them work towards those goals
- o Encourage and motivate students to achieve
- o Create lesson plans that incorporate content aligned with state standards
- o Record and grade all assignments
- o Manage classroom behavior
- o Communicate with students and parents about academic performance and behavior
- o Sponsor and coach extra-curricular activities
- o Use various technology in the classroom
- o Participate in professional development
- o Collaborate with peers

9. Core academic skills include reading, written communication, listening, speaking, and mathematical reasoning with problem solving. How might these core academic skills be used in this Career Cluster?

- o Answers will vary.
- o Here are a few examples: A teacher is a lifelong learner. A secondary Skilled and Technical Sciences teacher must read to stay up-to-date with new technology. All teachers communicate with students, parents and administrators by blogging, updating a website or sending emails. School counselors, both mental health and guidance, must be excellent listeners to help students with problems and assist them with education and career choices. A training and development consultant must be comfortable speaking in front of large and small groups of people, as well as working one-on-one with individuals. A school or university administrator is going to spend time working with budgets and allocating money to departments and programs. He or she must make decisions that are economically sound and best for the students and the institution as a whole. Problem solving is employed during these decisions, especially when funds are limited.



10. More than one of the careers in the tour mentioned communication as an important skill to have. When have you demonstrated this Career Readiness skill?

- o Answers will vary.
- o Explain to students that this is a sample behavioral interview question that they may be asked. Employers use past experiences as a way to predict future performance. One technique used to respond to behavioral questions is the STAR response: **S**ituation, **T**ask, **A**ction and **R**esult. Example sources for more information include: <http://tinyurl.com/STARresponse> and <http://tinyurl.com/STARresponse2>.

11. Ms. Shepherd (School Counselor-Eustis Farnam) mentioned the importance of confidentiality in counseling. What does this mean and why is it important?

- o Confidentiality is an essential part of a counseling relationship. An atmosphere of trust and confidence encourages open communication.
- o Confidentiality is not an absolute right. There are a few exceptions, especially regarding minors, based on ethical considerations or legalities. For example, if a counselor feels a child is in danger, he/she should report to the proper authorities.

12. More teaching jobs are being added each year, yet many states are currently experiencing teacher shortages. What does this mean for future teachers and schools?

- o Answers will vary, but may include: Teaching is a high demand job. Great educators will always be needed. Teaching jobs exist in every community, state and around the world. Pursuing teaching as a career, depending on the level of demand for the specific grade levels and discipline area, may provide for a long-term career and economic security. Due to the shortage in some teaching disciplines, more professionals from industry may be entering the classroom to teach and receive teaching certifications. Schools will need to problem solve and be creative in order to fill all needed positions.

Instructor's note: A special website (teachtoyourpower.org) and marketing campaign have been created to encourage individuals to become Career Education teachers - consider sharing this website with your students and highlighting the rewards of becoming a career education teacher.



EXTENDED LEARNING ACTIVITIES:



The following are suggested activities to increase student learning and exposure to this Career Cluster.

- o Take students to a Career and Technical Student Organization leadership conference to gain Career Readiness Skills and observe leadership trainers in action.
- o Divide students into pairs or groups of three. Have each pair select a five or ten minute learning activity to facilitate with a group of elementary students. Divide elementary students into groups so they rotate through each of the activity stations.
- o Have students volunteer in a daycare or early childhood development classroom.
- o Divide students into small groups. Assign each a topic from the current unit of study. Have groups develop a lesson plan including an objective, content and assessment component and then teach the class.
- o Require students to observe a teacher in a school classroom in a different context or setting than the student is used to.
- o Have each student select a career from this Career Cluster. Students will research the career and present information to the class in the form of an oral presentation, poster, PowerPoint, video or Prezi presentation. Information to research and share might include: salary, education required, typical day schedule, roles and responsibilities, positive aspects of the job and challenges associated with the job.
- o Have each student make a list of the Career Readiness Skills that are his/her personal strengths, as well as a list of the skills and behaviors required for a career as an educator. Have students compare the lists to determine what Career Readiness Skills need to be strengthened.
- o Have students complete a job application and job interview with a local education employer.
- o Help students construct a resume for a specific career in this Career Cluster.
- o Arrange for students to meet with the school counselor to discuss classes that would help prepare a student for careers in this Career Cluster and certifications that can be obtained during high school that would be of value when pursuing an education and training career.
- o Have each student identify a postsecondary institution that is offering certifications or degrees that are required for working in this Career Cluster. He or she should obtain and complete admissions and scholarship applications for the school or program.



Name: _____

*Instructions: Question 1 may be answered by watching **all** five sections of the virtual industry tour.*

1. List six careers mentioned during the virtual industry tour:

- | | |
|----|----|
| 1. | 4. |
| 2. | 5. |
| 3. | 6. |

Instructions: The following questions are specific to the Corporate Training and Development section of the virtual industry tour.

2. Describe the job responsibilities of a Learning and Development Consultant (at Gallup):

3. Compare and contrast the career of a Learning and Development Consultant with a traditional pre-K through postsecondary classroom teacher?

4. On average, how much does a Training and Development Specialist earn per hour in Nebraska (2014-Quarter 4)?



Instructions: The following questions are specific to the Elementary Education section of the virtual industry tour.

5. In 2015, what was the median annual salary of an elementary school teacher in Nebraska?

6. Teachers must be good communicators. List at least three groups of people who elementary teachers collaborate and communicate with?

Instructions: The following questions are specific to the Secondary Education section of the virtual industry tour.

7. In 2015, what was the median annual wage of a secondary school teacher in Nebraska?

8. List at least three rewards of teaching at the secondary level.

Instructions: The following questions are specific to the Postsecondary Education section of the virtual industry tour.

9. What are at least three of the adjectives that Ms. Ramirez-Rodgers used to describe her job title?



10. What is one reward of being an educator at the postsecondary level?

11. Based on the video AND your own observations, how is college different from high school:

Instructions: The following questions are specific to the School Counseling section of the virtual industry tour.

12. How much growth is expected for careers in educational, guidance, school, and career/vocational counseling by 2022:

13. What is Melissa's favorite part of her job:

14. In your own words, describe the job responsibilities of a school counselor.



*Instructions: Respond to Questions 15 and 16 after watching **all** five sections of the virtual industry tour.*

15. At all levels, many courses may be delivered through distance learning and use of the internet. How do the daily responsibilities of a distance learning educator differ from the individuals showcased in the virtual industry tours?

16. Which of the careers introduced in the virtual industry tour best fit your skill set and interests? Explain.



EDUCATION AND TRAINING

Name: _____

*Instructions: Question 1 may be answered by watching **all** five sections of the virtual industry tour.*

1. List six careers mentioned during the virtual industry tour:

- | | |
|---|--|
| 1. Learning and Development Consultant | 4. Assistant Director of Student Programs |
| 2. Elementary School Teacher | 5. School Counselor |
| 3. Skilled and Technical Sciences Teacher | 6. Physical Education Teacher |
| • Training and development specialist, secondary school teacher, career and technical education teacher, health teacher, college professor and coach | |

Instructions: The following questions are specific to the Corporate Training and Development section of the virtual industry tour.

2. Describe the job responsibilities of a Learning and Development Consultant (at Gallup):

- **Teaching corporate clients and businesses how to create an engaging workplace**
- **Teaching individuals about his/her strengths and helping them understand what they do best**
- **Traveling several times a month and often internationally**

3. Compare and contrast the career of a Learning and Development Consultant with a traditional pre-K through postsecondary classroom teacher?

- **Answers will vary, but might include:**
 - **SAME: Both speak in front of groups of people (students), create engaging lessons and activities, build relationships with people (students) and prepare individuals for the future.**
 - **DIFFERENT: Consultants travel to teach groups in other cities, states, and world wide while a classroom educator often teaches in a specific location such as a classroom, which may include outreach via distance learning. Each week (or even day) consultants work with a different group of people, where as a traditional teacher has the same students during the entire semester or school year. A consultant may take vacation time throughout the year, but a traditional teacher has set breaks during the year including winter and summer. The daily schedule for a consultant will vary, while a schedule for a traditional teacher is set and similar each day**

4. On average, how much does a Training and Development Specialist earn per hour in Nebraska (2014-Quarter 4)?

\$26.39



EDUCATION AND TRAINING

Instructions: The following questions are specific to the Elementary Education section of the virtual industry tour.

5. In 2015, what was the median annual salary of an elementary school teacher in Nebraska?

\$50,765

6. Teachers must be good communicators. List at least three groups of people who elementary teachers collaborate and communicate with?

- **Students**
- **Parents**
- **Administrators**
- **Other teachers**
- **Community members**
- **School board members**

Instructions: The following questions are specific to the Secondary Education section of the virtual industry tour.

7. In 2015, what was the median annual wage of a secondary school teacher in Nebraska?

\$52,102

8. List at least three rewards of teaching at the secondary level.

- **Seeing students learn and “get it” (understand the content)**
- **Working with students because they keep life “fascinating”**
- **Influencing the world and various industries by sending out prepared students**
- **Receiving a thank you from a former student who is successfully employed**

Instructions: The following questions are specific to the Postsecondary Education section of the virtual industry tour.

9. What are at least three of the adjectives that Ms. Ramirez-Rodgers used to describe her job title?

- **Coach**
- **Advisor**
- **Mentor**
- **“Mom”**



EDUCATION AND TRAINING

10. What is one reward of being an educator at the postsecondary level?

- **Seeing the development and growth of students from freshman year through graduation**

11. Based on the video AND your own observations, how is college different from high school:

- **Answers will vary, but may include: College students must manage their own time while high school students have a structured schedule of classes. Typically, more time is required for studying in college compared to high school. College students must know and understand complex graduation requirements, while most high school students do not worry about the requirements as much. In college, one must balance responsibilities and priorities, where as in high school, normally a parent or teacher will be there to remind a student of what needs completed**

Instructions: The following questions are specific to the School Counseling section of the virtual industry tour.

12. How much growth is expected for careers in educational, guidance, school, and career/vocational counseling by 2022:

11.4%

13. What is Melissa's favorite part of her job:

- **Working with students on-to-one**
- **Being able to relate to them on a personal level**
- **Having someone come back and thank her**

14. In your own words, describe the job responsibilities of a school counselor.

- **Answers will vary, but might include: academic assistance, career guidance, personal/ social assistance including how they relate to each other, care about students and teach career class.**



EDUCATION AND TRAINING

*Instructions: Respond to Questions 15 and 16 after watching **all** five sections of the virtual industry tour.*

15. At all levels, many courses may be delivered through distance learning and use of the internet. How do the daily responsibilities of a distance learning educator differ from the individuals showcased in the virtual industry tours?

• **Answers will vary, but may include: deliver presentations live via the internet, video tape presentations for viewing at student's convenience, develop interactive media presentations with graphics, audio, and video, learn new technologies and ways of administering courses, and find creative ways to interact with and engage students through technology**

16. Which of the careers introduced in the virtual industry tour best fit your skill set and interests? Explain.

• **Answers will vary**



NEBRASKA CAREER TOURS

ABOUT THIS PROJECT

The virtual industry tours provide a unique opportunity for students, parents and job-seekers to experience Nebraska-based industries without leaving the home or classroom.

The videos showcase different businesses and industries in each of the sixteen Career Clusters in the Nebraska Model. In addition to the tour of the business or industry, the videos also contain interviews with employees and managers discussing work requirements, education levels, salary and job prospects. The videos provide an accurate picture of today's workplace, breaking down stereotypes and assumptions while emphasizing the knowledge and skills required to be successful.

The teacher and student guides are designed to enhance student learning for each virtual tour. For the students, a guided notes worksheet is included to help them record important information about the career cluster. The teacher's guide includes a lesson plan complete with anticipatory set, introductory questions, and discussion questions to follow the virtual tours.

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