

HEAR FROM PROFESSIONALS. LEARN FROM EXPERIENCE.



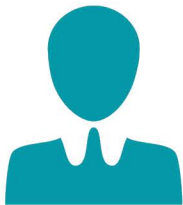
## EDUCATION AND TRAINING

This cluster prepares students 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.



Learning that works  
for Nebraska

## WHAT TO EXPECT IN THIS GUIDE



### 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.

**NOTE TO INSTRUCTOR:** These are suggested activities and questions to accompany the virtual industry tour. Each component may be used individually or modified to fit the needs of the classroom. Use these websites for more information on this career cluster:

- [www.education.ne.gov/nce/career-clusters](http://www.education.ne.gov/nce/career-clusters)
- <https://www.education.ne.gov/nce/careerdevelopment/>
- [Nebraska H3 Reports](#)
- [www.nebraskacareerconnections.org](http://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://neworks.nebraska.gov> under Labor Market Information>Additional Services>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:

- **Consider the teachers you've had both in and out of school.**
- **As a pair, list eight traits of an effective teacher.**
- **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:

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

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

- **What do you learn from teachers?**
- **Why is it important to have effective teachers in the classroom?**
- **What skills do you have that would help you be an effective educator?**
- **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 with 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.

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

#### CONTENT:



Show the ten videos of the virtual industry tour: <https://bit.ly/CTEd>. Have students complete the student viewing guide as they learn about the Career Cluster. Introduce the virtual tours by saying:

**“We will watch ten 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?

- 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?

- Answers will vary.

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

- Elementary school teacher, secondary school teacher, career and technical education teacher, special education teacher, school counselor, assistant director of student programs for college, and learning and development consultant.
- 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.

*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.

Explain to students that this Career Cluster can be divided into three Career Pathways including:

- Administration and administrative support
  - Professional support services
  - Teaching/training
- Each Career Pathway has a narrower skill set for the occupations within that career pathway.
  - For more information about these careers, have students visit: <https://www.education.ne.gov/wp-content/uploads/2018/10/Education-Training-At-A-Glance.pdf>

### 4. Which pathways were represented in the virtual tours?

- Teaching and training pathway
- English Language Learning teacher: Brooke (Lincoln Northeast High School)
- Family & Consumer Science teacher: Michelle (Wakefield High School)
- Math teacher: Alex (Fremont High School)
- Special Education teacher: Christine (Hill Elementary)
- 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)
- Administration and administrative support pathway
- Postsecondary education: Alma (University of Nebraska Omaha)
- School Counselor: Rose Kenney
- Professional support services: Melissa (Eustis-Farnam)

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

- 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
- 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.
- Education and Training: These individuals have the ability to communicate, inspire trust and confidence, and motivate learners. They also understand their students' 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.

**The teacher and school counselor careers are considered H3 (High skill, high wage, and high demand) occupations.**

**What does this mean?**

- These are today's in-demand jobs
- 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 falls.
- 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.
- High demand jobs are determined by the number of annual openings, net change in employment and growth rate.

**7. How did Brooke David become an ELL (English Language Learning) teacher? What are some of the steps she's taken to advance her skills?**

- She studied to become a high school History teacher and added an ELL certification.
- In order to advance her skills, Brooke then earned a master's degree in Language Literacy and Culture.

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

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

- Answers will vary.
- 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 websites 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?**

- Answers will vary.
- 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:  
[https://bit.ly/STAR\\_technique1](https://bit.ly/STAR_technique1) and  
[https://bit.ly/STAR\\_technique2](https://bit.ly/STAR_technique2).

**11. 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?**

- 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.
- Note: The 2022-23 Teacher Vacancy Survey was conducted in the fall of 2022 by the Nebraska Department of Education. This information is updated annually. More information can be found at this link:  
<https://www.education.ne.gov/educatorprep/teacher-shortage-survey/>.

EXTENDED  
LEARNING  
ACTIVITIES:



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

- Take students to a Career and Technical Student Organization leadership conference to gain Career Readiness Skills and observe leadership trainers in action.
- 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.
- Have students volunteer in a daycare or early childhood development classroom.
- 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.
- Require students to observe a teacher in a school classroom in a different context or setting than the student is used to.
- 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.
- 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.
- Have students complete a job application and job interview with a local education employer.
- Help students construct a resume for a specific career in this Career Cluster.
- 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.
- 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.



**THERE ARE MANY RESOURCES THAT CAN BE USED BY TEACHERS, PARENTS AND JOB SEEKERS FOR CAREER EXPLORATION.**

Some resources are tailored for Nebraska and some are national, but all provide valuable information and many incorporate information from the Nebraska Department of Labor Market Information (LMI). This list is not comprehensive, and only represents a sampling of the many resources available. Share the Career Exploration/ Planning resources table with students and have them do a review of what each offers them as a tool for finding the right career fit. Nebraska Career Connections is a totally FREE resource that is highly recommended for use by career and technical education students and teachers.

CAREER EXPLORATION & PLANNING		
Website	Type of Resources Available	Produced & Sponsored By
Nebraska Career Connections <a href="http://www.nebraskacareerconnections.org">www.nebraskacareerconnections.org</a>	Education and career planning resources for students, parents, educators, adults and employers. Students can explore career options, search for colleges, find out about applying for college, tuition, scholarships & financial aid, and create an e-portfolio and resume.	Nebraska Departments of Education and Labor, Nebraska VR, and Partnerships for Innovation.
Nebraska H3 Reports: <a href="https://bit.ly/neH3">https://bit.ly/neH3</a>	Information on High Wage, High Demand, High Skill jobs in Nebraska. Top H3 occupations are identified on the home page. Reports can be generated by each Nebraska Economic Development Region and also statewide. Reports include H3 Report, Nebraska Economic Industry Report and All Career Clusters Report, Jobs can be searched by Job Title or SOC Code.	Nebraska Departments of Education, Labor and Economic Development
O*NET OnLine <a href="http://www.onetonline.org">www.onetonline.org</a>	Occupation information: knowledge, skills, abilities, Career Interest profile, job outlook and wages	U.S. Department of Labor, Employment and Training Administration (sponsor)  Developed by the National Center for O*NET Development
My Next Move <a href="http://www.mynextmove.org/">www.mynextmove.org/</a>	Condensed version of information from O*NET OnLine	
Occupational Outlook Handbook <a href="http://www.bls.gov/ooh/">www.bls.gov/ooh/</a>	Nationwide data on occupation pay, work environment, job outlook, similar occupations, and more	Bureau of Labor Statistics
Nebraska Reality Check <a href="https://www.education.ne.gov/nce/career-readiness-videos/">https://www.education.ne.gov/nce/career-readiness-videos/</a>	Lifestyle cost information and occupations in corresponding wage range	Nebraska Department of Education

IN-DEPTH		
Website	Type of Resources Available	Produced & Sponsored By
CareerOneStop <a href="http://www.careeronestop.org">www.careeronestop.org</a>	Variety of resources related to career planning, job training, and job searches	U.S. Department of Labor, Employment and Training Administration (sponsor)
GetMyFuture (section of the CareerOneStop website) <a href="http://www.careeronestop.org/GetMyFuture">www.careeronestop.org/GetMyFuture</a>	IResources tailored to students and young adults such as career exploration, information on finding education and training programs, and how to conduct a successful job search.	U.S. Department of Labor, Employment and Training Administration (sponsor)

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

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

- |  |  |
|--|--|
| 1. <b>English Language Learning (ELL) teacher</b>        | 5. <b>School Counselor</b>                       |
| 2. <b>Career &amp; Technical Education (CTE) teacher</b> | 6. <b>Elementary School teacher</b>              |
| 3. <b>Math teacher</b>                                   | 7. <b>Assistant Director of Student Programs</b> |
| 4. <b>Special Education teacher</b>                      | 8. <b>Training and development specialist</b>    |
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*Instructions: The following questions are specific to the ELL section of the virtual industry tour.*

2. What education is required to become an ELL teacher?

**A bachelor's degree and an ELL certificate or extra endorsement**

3. Name at least three things Brooke David said ELL teachers help strengthen in their students:

- **Reading**
  - **Writing**
  - **Listening**
  - **Speaking**
  - **Vocabulary**
  - **Content Areas**
- 

*Instructions: The following questions are specific to the CTE section of the virtual industry tour.*

4. Michelle Galls tells us that a bonus of being a Family and Consumer Sciences teacher is:

- **You get to have a variety of experiences each day**
- **You are giving students real world skills that they will use throughout their lives**

5. There are many different career paths within Family & Consumer Sciences. Fashion, interior, and graphic design are three of them. Name two more:

- **Culinary Arts**
- **Human Growth & Development**
- **Hospitality and Tourism**
- **Mental Health**

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*Instructions: The following questions are specific to the Math section of the virtual industry tour.*

6. Alex Way, statistics teacher at Fremont High School, helps us understand how a teacher might choose a subject and grade level to focus on. How does he tell us he chose Math and High School?

**Even though he prefers reading and writing, Alex decided he would enjoy teaching Math more than English.**

**He chose High School over younger grades so he could teach more advanced math concepts.**

7. What is the benefit and the struggle of having a variety of learners in your classroom?

**The struggle is meeting each of their needs when they are at different levels and not progressing at exactly the same rate. But the benefit is seeing their growth and improvement throughout the year!**

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

8. Who does a special education teacher collaborate with?

**General education teachers, other school staff, parents, and students**

9. What are three things a special education teacher works on with students that another teacher might not do or spend as much time on?

**A special education teacher might spend more time on social skills, behavior goals, coteaching, and small group instruction.**

10. Ms. Jamison views the challenges of teaching special education not only as challenges but also:

She sees challenges as ways to make students better students and individuals in the future.

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

11. What are two main areas that a school counselor may focus on?

Social-Emotional / Student wellness and Career Plans & Classes

Describe at least three of the ideal characteristics of a school counselor.

**Empathy**

**Creativity**

**Compassion**

**Collaboration**

**Good organization**

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

**Answers will vary.**

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

13. In 2022, what was the median annual salary of an elementary school teacher in Nebraska?

\$58,516

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

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

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

15. In 2022, what was the median annual salary of a secondary school teacher in Nebraska?

\$57,732

16. 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**

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

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

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

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

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

19. 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, whereas 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 Corporate Training and Development section of the virtual industry tour.*

20. 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**

21. 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, whereas 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.**

22. What is the average annual salary of a Training and Development Specialist Nebraska?

\$55,236

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*Instructions: Respond to this question after watching **all** ten sections of the virtual industry tour.*

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

**Answers will vary.**





## 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 plus Entrepreneurship in the Nebraska Career Education 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.

Discussion Guides and Career Readiness Resources are available at:  
**[WWW.NEBRASKACAREERCLUSTERS.COM/RESOURCES](http://WWW.NEBRASKACAREERCLUSTERS.COM/RESOURCES)**



It is the policy of the Nebraska Department of Education not to discriminate on the basis of sex, disability, race, color, religion, marital status, age, national origin, or genetic information in its educational programs, admission policies, employment, or other agency programs.

This project was funded through the Strengthening Career and Technical Education for the 21st Century Act (Perkins V), administered through the Nebraska Department of Education. However, the contents do not necessarily represent the policy of the United States Department of Education, and you should not assume endorsement by the Federal Government.