

Education

What can I do with this major?

OCCUPATIONS	EMPLOYERS	SKILLS TO DEVELOP
<u>K-12</u> Teaching Pre-school Elementary Middle Secondary Administration Principalship Superintendency Special Services Guidance Counseling School Psychology School Social Work Occupational and Physical Therapy Audiology and Speech Pathology Library/Information Services Special Education Curriculum Supervision Subject Area Supervision	Elementary, middle and secondary schools: public, private, Montessori, etc. Day care centers and nursery schools Boards of Education	<ul style="list-style-type: none">• Complete teacher preparation program.• Obtain teaching certificate/license for desired subject area and/or grade level..• Obtain dual certification for better employability.• Private schools may not require certification or licensure.• Obtain master's degree in subject area for increased employability.• Get involved in student teacher organizations.• Acquire teaching experience. Obtain Ph.D. and certificate in school administration.
<u>HIGHER EDUCATION</u> Teaching Research Administration Student Affairs Information/Library Services	Four-year colleges and universities Two-year and community colleges Technical schools Medical and professional schools	<ul style="list-style-type: none">• Earn Ph.D. to teach and research at four-year institutions.• Master's or Ph.D. degree is required to teach at two-year schools.• Earn a Ph.D. in higher education administration for upper level positions in university administration.• Earn Master's in student personnel, student development, or counseling for student affairs positions.• Obtain Master's in library/information sciences.• Gain related experience through student positions such as Resident Assistants, Orientation Assistant, Peer Career Advisor, and University Programming.• Seek leadership roles in campus organizations.

OCCUPATIONS

EMPLOYERS

SKILLS TO DEVELOP

ADULT AND CONTINUING EDUCATION

Inservice Education
Staff Development
Professional Development
Leisure-oriented Education
GED Preparation
Literacy Development
English as a Second Language

K-12 school systems
Boards of Education
Colleges and universities
Two-year and technical schools
Community organizations: YMCA, Red Cross, etc.
Correctional institutions
Hospitals
Museums
Professional associations
Nursing homes/ Adult day care
Vocational services

- Attain a master's or Ph.D. degree in adult education or a graduate degree in a subject or specialized area.
- Gain a reputation of expertise and experience in a subject, profession, art, craft or trade.
- Obtain teaching or instructional experience.
- May need certification or accreditation.

BUSINESS AND INDUSTRY

Training and Development
Human Resources
Sales
Customer Service
Publishing and Technical Writing
Consulting

Public and private corporations
Consulting firms
Marketing companies
Bookstores
Publishers:
Textbook, newspaper, magazine, book
Test-preparation companies
Software companies
Staffing agencies

- Take some general business and computer courses.
- Earn a graduate degree in human resource development.
- Gain experience in organizational development or marketing.
- Become current with business and industry literature and news.
- Learn desktop publishing and other software packages.
- Secure leadership roles in campus organizations.
- Gain experience as financial officer or treasurer of a campus organization.
- Join student professional associations.
- Gain business experience through part-time jobs, summer work, and internships.

NONPROFIT

Teaching or Training
Programming
Public Relations
Administration
Fundraising

Adoption agencies
Scouts
Camps
United Way agencies
YMCA/YWCA
Group homes
Mental health clinics
Community recreation centers
Other public or private social service organizations

- Gain experience through volunteer work or internships.
- Develop writing and public speaking skills.
- Learn to work with people of different ages and backgrounds.
- Add additional coursework in area of interest such as human services, counseling or psychology.
- Consider certification in special education for greater employability.

OCCUPATIONS

EMPLOYERS

SKILLS TO DEVELOP

GOVERNMENT

Administration
Planning
Evaluation
Management
Research and Writing
Teaching
Social Work

Federal government agencies:
Department of Education
Department of Defense
Overseas schools for military dependents
Department of Labor
Educational Resources Information Center (ERIC)
Health and Human Services
Library of Congress
National Archives
National Science Foundation
National Endowment for the Arts
National Endowment for the Humanities
Peace Corps
Social service agencies
Vista
State and local government

- Learn federal, state, and local job application procedures.
- Gain experience and an advanced, typically Ph.D., degree for top positions in government.

Strategies For Placement In Education

- Develop excellent communication skills, verbal and written.
- Develop good computer skills.
- Demonstrate enthusiasm and energy for the field.
- Need desire to work with and help people.
- Obtain part-time, summer, internship, or volunteer experience with the age group you intend to work with in various settings: pre-schools, daycares, camps, community agencies, adult centers, YMCA's, etc.
- Participate in co-curricular activities and related organizations to broaden skills and interests.
- Decide on level of teaching and specific area of interest.
- Bachelor's degree is sufficient for certification/licensure to teach K-12. Obtain a master's degree for advancement and increased earning potential.
- Advanced degree required for specialists, education administration, college teaching and other professional positions.
- For career options outside of education, identify transferable skills learned in teaching that are applicable to alternative careers: effective communication both verbal and written, teaching and instruction, program planning, organization and record-keeping, working under pressure and meeting deadlines, motivational skills, creativity, working autonomously, decision-making, problem solving, and research skills.
- Do informational interviewing with professionals to learn more about fields of interest.

Internet Resources:

Vault: Industry overview of Teaching, Librarian, Business and Non Profits. This site is accessible through the Career Services Website: www.capital.edu/careers