

## Career and Employment Resource Center

### Quarterly Newsletter

1st Quarter 2012

#### Topics for the Quarter

Article on Career Fields for 2020

Excerpt on Following Your Passion

Employment Resource Center

Quote for the Quarter

Quick Links

#### Quick Links...

[www.wdc.racineco.com](http://www.wdc.racineco.com)

[www.jobcenterofwisconsin.com](http://www.jobcenterofwisconsin.com)

[www.milwaukeejobs.com](http://www.milwaukeejobs.com)

[www.usajobs.gov](http://www.usajobs.gov)

[www.careercruising.com](http://www.careercruising.com)

[www.onetonline.org](http://www.onetonline.org)

[www.wiscareers.wisc.edu](http://www.wiscareers.wisc.edu)

[www.keytrain.com](http://www.keytrain.com)

Join Our Mailing List!

#### Quote for the Quarter

*"Success does not consist in never making blunders, but in never making the same one a second time."*

Josh Billings

#### Here's Where the Jobs Will (and Won't) Be by 2020

([lifeinc.today.msnbc.msn.com](http://lifeinc.today.msnbc.msn.com) 2/1/2012)

By Allison Linn

Considering a career change? You may want to think hard about nursing, and you probably don't want to set your sights on a job as a mail carrier.

The Bureau of Labor Statistics Wednesday released its predictions for what jobs will see the biggest growth - and the biggest declines - between 2010 and 2020.

Overall, government analysts expect employment to grow show growth of 14.3 percent from 2010 to 2020, meaning 20.5 million new jobs will be added.

But job growth will hardly be equal across all industries and job categories. The BLS projects registered nurses will see the biggest job growth over the decade, adding more than 711,000 jobs.

Retail sales will be the second-biggest area of growth, with a predicted 706,000 jobs added.

The government also offered projections on where jobs will disappear fastest. Two words come to mind here: Snail mail.

Postal service mail sorters, carriers and clerks make up three of the 10 occupations projected to have the largest declines over the decade. That should not be too surprising given plans to close thousands of post offices nationwide.

The farming and ranching business, which employed about 1.2 million people as of 2010, is expected to shed 96,000 jobs over the position, the largest number for a single occupation.

And if you had your heart set on work operating a sewing machine or switchboard, bad news: Those were also on the list of jobs expected to become much more scarce.

And now for the good news. Here's a list of the 15 occupations expected to see the largest job growth by 2020:

- Registered Nurses
- Retail Salespersons

**Career Center**  
1717 Taylor Avenue  
Racine, WI 53403

**Career Center and  
Employment Resource  
Hours:**

**Monday**  
7:30 a.m. - 5 p.m.

**Tuesday - Friday**  
8 a.m. - 5 p.m.

The Workforce Development Center is an equal opportunity service provider. In order for us to serve you better, please notify us ahead of time if you need assistance to access services, need material in an alternate format or need it translated to another language. You may request these services by contacting us at (262) 638-6643. Hearing or speech impaired callers may contact us at (262) 638-6756

- Home Health Aides
- Personal Care Aides
- Office Clerks, General
- Combined Food Preparation and Serving Workers, Including Fast Food
- Customer Service Representatives
- Heavy and Tractor-Trailer Truck Drivers
- Laborers and Freight, Stock, and Material Movers, Hand
- Postsecondary Teachers
- Nursing Aides, Orderlies, and Attendants
- Childcare Workers
- Bookkeeping, Accounting, and Auditing Clerks
- Cashiers
- Elementary School Teachers, Except Special Education

### **Following Your Passion - Change Your Career**

Excerpts from Milwaukee Journal Sentinel (1/13/12, pg.6)  
"How to Pursue Your Passion Through a Career Change"  
by Aimee Flynn

1. Hunt and Gather  
investigate a new industry  
find parallels to your current or future fields
2. Seasoned Pro or Newbie?  
be willing to start fresh  
don't assume that you can't learn from a young person
3. Network  
network with employed people in your field  
network with supportive people (not negative)
4. Willing to Change  
be open  
identify your passion
5. Revisit resume  
revise your resume to reflect skills rather than just report the past
6. Build your Team  
locate an advisor  
be open to entry level positions in a field of interest  
([milwaukee.marketplace.com/specialsections](http://milwaukee.marketplace.com/specialsections))

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Additional Notes:

**read** books on "reinventing self" or "career change options"  
**use [onetonline.org](http://onetonline.org)** to locate "related occupations," based on past positions/skills that you have enjoyed doing or industries you would like to continue working in.

**WDC's Best Kept Secret:  
The Employment Resource Center**

*If you are a Racine County resident and want to find a job, you've come to the right place. We have a wide variety of tools to help you with your job search.*

*In the Resource Room you can . . .*

**Search for jobs**, using our computers. Computers are available on a first come, first served basis. Please note: **you must be able to use a computer** to use our jobs search computers.

**Read daily newspaper employment ads** for Racine & Milwaukee.

**Review the State of Wisconsin bi-monthly bulletins** for listings of state jobs & test sites via the internet.

**Create a resume or cover letter** on a computer. After your resume and/or cover letter are finished, you can get copies on resume paper, free of charge. Assistance is available with setting up e-mail accounts, as well as finding and completing online employment applications.

**Resume lab hours: Monday - Thursday 8:30 a.m. - 2 p.m.**  
**Please arrive no later than 1 p.m. to work on a resume.**  
**You must be able to use a computer to complete your resume in the lab. This is a self-service lab.**

**Fax or mail your resume** to employers at no cost to you

**Call employers, even long distance, about jobs.**

**Call the Job Hotline at 262-619-JOBS (5627)** to find employers recruiting at the Workforce Development Center.

Have questions or need help? Feel free to ask any staff member.

Open Monday 7:30 a.m. - 5 p.m.  
Tuesday - Friday 8 a.m. - 5 p.m.

**Career Highlight - Counselor**

Alcohol and Drug Abuse	Camp
Career	Employment
Financial	Guidance
Loan	Marriage
Marriage and Family	Personal
Placement	School
Vocational Rehabilitation	

**Specific: School Counselor**

Method of Entry

Licensed teachers who have two years of teaching experience and a master's degree may become certified as school counselors if they complete the required course work in guidance and counseling. Or, individuals may become certified as school counselors after receiving a master's degree (in guidance and counseling) and serving a one-year full-time internship.

Admission into a counseling program and licensure also requires evidence of personal integrity, self-awareness, and personal maturity. A doctoral degree is required for university faculty positions.

#### Outlook

Wisconsin Employment Info:

Number Employed in 2008: 4,700

Expected Employment in 2018: 4,880

Percent Expected Employment Growth, 10 years: 4%

Expected Annual Openings, Growth and Turnover: 110

Source: Wisconsin Department of Workforce Development

#### Salary

Wisconsin	Salary range	Per Hour
Entry	\$33,360	\$16.04
Median	\$49,760	\$23.92
Experienced	\$72,820	\$35.01

Source: US Department of Labor, Bureau of Labor Statistics, 2009

Industries/environments where school counselors work  
(Percentage of people in the occupation working in this industry)

Justice, Public Order, and Safety Activities

Correctional Institutions

Local Government educational services (55%)

Elementary and Secondary Schools

Junior Colleges

Colleges, Universities, and Professional Schools

Business and Secretarial Schools

Fine Arts Schools

Language Schools

All Other Miscellaneous Schools and Instruction

Educational Services, Private (13%)

State Government educational services (10%)

State Government, excluding education and hospitals (3%)

Local Government, excluding education and hospitals (1%)

Residential Mental Retardation, Mental Health and Substance

Abuse Facilities (1%)

Residential Mental Retardation Facilities

Residential Mental Health and Substance Abuse Facilities