



Insights@Work

Content Areas

Career Exploration

Audience

Everyone

Modules

150+

**Instructional
Time**

:20 Minutes Each

Format

Audio Podcasts | Written Profiles |
Individual Activity Worksheet

Availability

DVD | Online



Step-by-Step Exploration

:30 - Minute Flow

- :15 Listen to Audio Interview
- :10 Read Written Profiles
- :05 Complete Worksheet

Insights@Work
Career Exploration: Audio Interviews & Written Profiles

Directions: Look at the list below. Put a next to careers you're interested in. Then explore the 20 minute audio interviews & written profiles for each. As you watch and listen, complete the info on the back of this page. Finally, set up time to chat with someone in your desired career field(s). Learn more about what they do. Use the [Interview Question Template](#) to

Name: _____

The Arts

- Actor
- Artist
- Designer
- Musician
- Photographer & Videographer
- Writer & Author

Building & Construction

- Carpenter
- Electrician
- Mason, Cement, & Stone Worker

Mechanical

- Painter
- Roofer
- Sheet Metal Worker
- Welder, Cutter, Solderer, & Brazer
- Auto Body Repair
- Auto Mechanic
- Facilities/Custodian
- Farmer
- Heavy Equip. Tech
- HVAC Install/Repair

Services

- Job Pr
- Lands
- Machi
- Plumb
- Truck
- Admir
- Anima
- Auto I
- Comp
- Custa

Career Field Profile

- Why you wanted to become a _____? What attracted yo
- How many years have you been a _____, or worked at it
- At a big-picture level, what does a typical _____ do? Wh
- Now, briefly tell us what a typical day looks like. What does it
- What kinds of people or professionals do you interact with da
- Tell us about some personality and work traits of successful p
- Every job has them, so what are a few common misconceptio

Getting Hired

- What academics, training, and certifications are needed to be
- For students, what kinds of extra-curricular activities or jobs v
- What are the two or three biggest reasons for not hiring som

Advancement

- Walk us through the typical career path for a _____ and
- Once you've become a _____, how do you stand out? W
- What advanced education, if any, is desirable, and how does i
- What other professions can your field prepare a person for?

Pros/Cons

- Talk about job satisfaction, what's most exciting and keeps yo
- What are a couple of downsides to working as a _____?
- What about work/life balance? How does this field impact yo
- Now that you've been a _____, what would you do diff
- What do you think my next step should be to pursue a career

Career Interview #1:

What They Do	Work Environment	How to Become One (Education & Training)	Important Qualities
Salary Range	Job Outlook	Related/Similar Fields	

Career Interview #2:

What They Do	Work Environment	How to Become One (Education & Training)	Important Qualities
Salary Range	Job Outlook	Related/Similar Fields	

Career Interview #3:

What They Do	Work Environment	How to Become One (Education & Training)	Important Qualities
Salary Range	Job Outlook	Related/Similar Fields	

Want to keep exploring career options? www.bls.gov/ooh
 Need help picking a direction or improving skills? www.careeronestop.org
 Ready for job search prep? www.livecareer.com
 Going back to school? There's FREE money: studentaid.ed.gov/sa/types

Instructions
On The Other Side



Over 150+

Careers Profiled



Accountants & Auditor
Actor
Ad & Promo Manager
Admin Assistant
Aerospace Engineer
Agriculture (Industry)
Aircraft Mechanic
Airline (Industry)
Airline Pilot
Animal Control Officer
Animal Caretaker
Animal Welfare Worker
Announcer
Appraisers Real Estate
Artist
Athletes, Coaches, Umpire
Atmospheric Scientist
Audiologist
Auto Body Repairer
Auto Detailer
Automotive
Automotive Mechanic
Banking (Industry)
Bookkeepers & Accountant
Carpenter
Cement & Stone Worker

Child Care Service
Children's Minister
Chiropractor
Civil Engineer
Claims Adjuster
Computer Programmer
Computer Repair Tech
Construction (Industry)
Consumer Goods (Industry)
Correctional Officer
Counselor
Counter/Retail Clerk
Customer Service Rep
Database Administrator
Delivery Driver
Dental Hygienist
Dentist
Designer
Detective
Dietician/Nutritionist
Dispatcher
Editor
Education (Industry)
Education Administrator
Electrician
Entertainment (Industry)

Environmental Scientist
Event Planner
Facilities & Custodial
Farmer
Finance Manager
Financial Analyst
Financial Services (Industry)
Fire Fighter
Flight Attendant
Food & Beverage (Industry)
Food Service Worker
Freight & Logistics (Industry)
Hairstylist
Healthcare System
Heating & AC
Heavy Equipment Service
Hospitality & Travel (Industry)
HR Trainer
Human Resource
Information System
Infrastructure Manager
Insurance (Industry)
Job Printer
Journalism (Industry)
Landscape Maintenance
Lawyer

Legal Services (Industry)
Librarian
Loan Officer
Logistics Specialist
Machinist
Management Analyst
Mgt. Consulting (Industry)
Marketing & Sales
Massage Therapist
Mechanical Engineer
Medical Doctor
Medical Services Manager
Metal Fabricator
Military & Defense (Industry)
Military Enlisted, Combat
Military Officer, Combat
Military Officer, Support
Mining & Refining (Industry)
Model & Promoter
Musician
Network Administrator
News Reporters & Analyst
Nonprofit (Industry)
Occupational Therapist
Operations Manager
Optometrist

Painter
Paralegal
Pastor & Minister
Personal Financial Advisor
Pharmaceuticals (Industry)
Photographer
Physical Therapist
Physician Assistant
Physicist
Plumber
Police/Sheriff Officer
Private Investigator
Producers & Director
Production Manager
Professor
Psychologist
Public Relations Manager
Public Safety (Industry)
Public Sector (Gov) (Industry)
Real Estate (Industry)
Real Estate Broker
Registered Nurse
Religious Director
Religious Worker
Ride Share & Taxi Driver
Roofer

Sales Agent
Sales Rep, Wholesale, Mfg
Security Guard
Sheet Metal Worker
Social Worker
Software (Industry)
Software Engineer
Special Education Teacher
Speech Pathologist
Tailors & Sewer
Teacher (Elementary)
Teacher (High)
Teacher (Middle)
Teacher (Preschool)
Teacher Assistant
Teller
Training & Development
Travel Agent
Truck Driver
Upholsterer
Veterinarian
Waiter & Waitress
Web Developer
Welder
Writers & Author

Corrections DVD Product: Also on DVD for correctional institutions
(Industry): Profile of an entire sector of the economy



Goals for Instruction



**Structured Interviews
With Real Professionals**

Realistically Weigh Pros/Cons



Make Informed Decisions



Smart Decisions With

Structured Information

STRUCTURED AUDIO INTERVIEWS

Career Field Profile

- Why you wanted to become a _____? What attracted you initially?
- How many years have you been a _____, or worked at it in some capacity?
- At a big-picture level, what does a typical _____ do? What is being a _____ all about?
- Now, briefly tell us what a typical day looks like. What does the actual execution of your job involve?
- What kinds of people or professionals do you interact with day-to-day?
- Tell us about some personality & work traits of successful people in this field?
- Every job has them, so what are a few common misconceptions about _____ that you can clear up?

Getting Hired

- What academics, training, & certifications are needed to become a _____?
- For students, what kinds of extra-curricular activities or jobs will make them more attractive candidates?
- What are the two or three biggest reasons for not hiring someone to work as a _____?

Advancement

- Walk us through the typical career path for a _____ & its timing.
- Once you've become a _____, how do you stand out? What makes for a top performer?
- What advanced education, if any, is desirable, & how does it impact your financial & career prospects?
- What other professions can your field prepare a person for?

Pros/Cons

- Talk about job satisfaction, what's most exciting & keeps you engaged?
- What are a couple of downsides to working as a _____?
- What about work/life balance? How does this field impact your family life?
- Now that you've been a _____, what would you do differently?
- What do you think my next step should be to pursue a career as a _____?



DETAILED BLS WRITTEN PROFILES

Landscape Maintenance Workers
Grounds maintenance workers ensure that the grounds of houses, businesses, and parks are attractive, orderly, and healthy in order to provide a pleasant outdoor environment.

What Landscape & Ground Maintenance Workers Do
Grounds maintenance workers in parks and recreation facilities care for lawns, trees, and shrubs; maintain playgrounds, clean buildings; and keep parking lots, picnic areas, and other public spaces free of litter. They also may erect and dismantle snow fences and maintain swimming pools. These workers inspect buildings and equipment, make needed repairs, and keep everything freshly painted.

Work Environment Injuries and Illnesses
Grounds maintenance workers have a rate of injuries and illnesses that is higher than the national average. Workers who use dangerous equipment, such as lawnmowers and chain saws, must wear protective clothing, eyewear, and earplugs.

How to Become One
Advancement
Grounds maintenance workers who have good communication skills may become crew leaders or advance into other supervisory positions. Becoming a manager or a landscape contractor may require some formal education and several years of related work experience. Some

Job Outlook
Overall employment of grounds maintenance workers is projected to grow 11 percent from 2016 to 2026, faster than average for all occupations. Employment growth will vary by specialty.

Pay
The median hourly wage for grounds maintenance workers was \$12.55 in May 2017. The lowest 10 percent earned less than \$9.66, and the highest 10 percent earned more than \$21.55.

Similar Occupations
• Agricultural Workers
• Farmers, Ranchers, and Other Agricultural Managers
• Forest and Conservation Workers
• Landscape Architects
• Logging Workers

Source:
Bureau of Labor Statistics, U.S. Department of Labor, Occupational Outlook Handbook, Grounds Maintenance Workers, on the Internet at <http://www.bls.gov/ooh/building-and-ground-keeping/grounds-maintenance-workers.html>. (visited March 17, 2019).