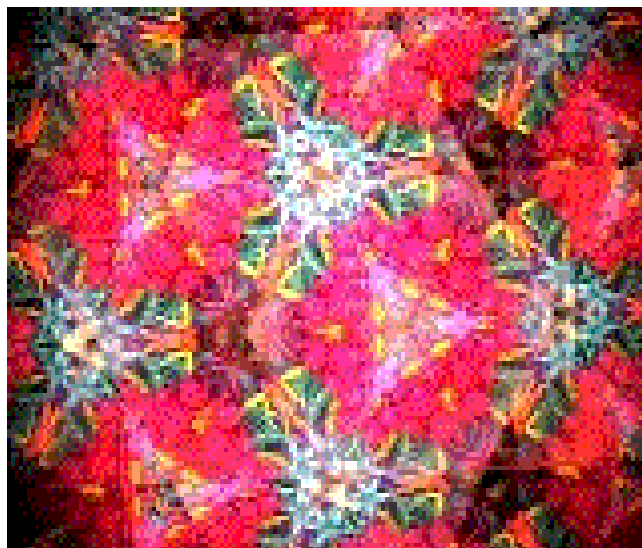


# **A Kaleidoscope of Alternative Career Choices for Teachers:**

***What Can I Do if I Can't Find a Teaching Job?©***



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Cleveland State University  
**Career Services Center**  
Presents



## **A Kaleidoscope of Alternative Career Choices for Teachers:**

### ***What Can I Do if I Can't Find a Teaching Job?***

In our world today, teachers need to be on the alert and ready to adjust to anything. You, as teachers, educators, and leaders need to be prepared to “open alternative windows” when the “storm winds of life” close the classroom doors. What do you do when the community school levies fail to pass...again...and school districts are forced to mandate a “hiring freeze” and/or decrease the number of teachers employed by local districts? What do you do when communities close schools in local districts and drastically cut budgets in others? What can teachers do if they can't find a teaching job? What positive steps can teachers take to investigate the challenging and rewarding career possibilities outside the classroom? The goal today is to guide you in creating a flexible career plan that adapts to emerging changes and new opportunities in the world of work.

**A kaleidoscope of alternative careers:** The magic of a “Kaleidoscope” is reflected in its Greek meaning – “beautiful image viewer.” The first major step in exploring the kaleidoscope of career choices for teachers is to view the array of education alternatives and endless patterns as you expand the boundaries of creative possibilities. Begin your career quest by identifying the transferable skills of a teacher. Transferable skills are those skills that you carry with you from one job to another and can utilize in performing many jobs. Your personal, natural abilities, and attitude are the most important set of skills you have for marketing and selling yourself and your talents to a potential employer.

### **Let's explore a kaleidoscope of career choices for teachers...**

You have embraced your role as **career investigator** and, with career kaleidoscope in hand, are ready to embark on your journey to discover a new career. Just as a kaleidoscope creates infinite patterns, your skills, strengths and talents can combine to create unlimited career options taking you from self-discovery to employability. You need to identify your **career elements:** Core Focus, Values, Preferences, Interests, Skills and Talents, and Other Elements.

Your interests + your values + your teaching/transferable skills + your talents + your preferences = a high-quality job, a great place to work, a successful new career.

**Your Interests/Values:** Myer-Briggs Type Indicator, Holland's Groups, World-of-Work Map, Work Values Assessment, Career Assessment, Career Maturity Index, Abilities Testing, and Choices Planner can assist you in visualizing a multitude of career patterns and paths by recognizing your career characteristics. When you align your career elements with your work, you will feel a sense of passion, dedication, and satisfaction.

## **Teaching Skills: What can teachers do?**

***Those who can teach can also:*** sell, compute, write, design, organize, market, advertise, run daycare centers, start community programs, set-up business task forces, and lead community projects.

***Effective teachers have:*** organizational & administrative abilities, communication skills, leadership abilities, the ability to influence and motivate, high levels of creativity.

<http://www.rowan.edu/mars/depts/elemed/careers.html>

***Transferable skills and Teacher language:*** How do teaching skills/language transfer to other career areas? You need to revise your resume, networking, and interview skills to make them more appealing to other career areas. How do you go about accomplishing this task?

## **Assessment of Teacher Skills:**

***Teaching:*** Training, coordinating, communicating, arbitrating, coaching, group facilitating, accessing the Internet, using computers.

***Making lesson plans:*** Designing curricula, incorporating learning strategies, problem solving, creating visual aids.

***Assigning grades:*** Evaluating, examining, assessing performance, interpreting test results, determining potential of individuals, monitoring progress.

***Writing proposals:*** Assessing needs, identifying targets, setting priorities, designing evaluation models, identifying relevant information, making hypotheses about unknown phenomena, designing a process, estimating costs of a project, researching funding sources.

***Advising a staff/school project:*** Planning, promoting, fund-raising, group facilitating, handling detail work, meeting deadlines, assembling items of information into coherent whole, classifying information, coordinating, creating dealing with pressure, delegating tasks, displaying ideas in artistic form, editing, making layouts.

***Supervising interns:*** Training, evaluating, mentoring, monitoring progress, diagnosing problem areas, inspiring, counseling, guiding, motivating.

***Interpreting diagnostic tests:*** Screening, placing, identifying needs, diagnosing.

***Interacting with students, parents, and administration:*** Confronting, resolving conflicts, establishing rapport, conveying warmth and caring, drawing people out, offering support, motivating, negotiating, persuading, handling complaints, mediating, organizing, questioning, troubleshooting.

***Chairing a committee or department:*** Administering, anticipating needs or issues, arranging meetings, creating and implementing committee structures, coordinating, delegating tasks, guiding activities of a team, having responsibility for meeting objectives of a department, negotiating, organizing, promoting.

***Teacher-Parent conferences:*** Conducting one-on-one/small group conferences.

***Working under pressure and meeting deadlines:*** Several times a day, five days a week, thirty-six weeks a year, a classful of students act out the message, "coming, ready or not," having the ability to step to the front of the classroom to carry out lesson plans. And having a contingency plan for backup, just in case the AV equipment is not delivered on time.

# TRANSFERABLE SKILLS FOR TEACHERS

## TRANSFERABLE SKILLS FOR TEACHERS

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<i>Tasks</i>	<i>Functional Skills</i>
Teaching	Training, coordinating, communicating, arbitrating, coaching, group facilitating.
Making lesson plans	Designing curricula, incorporating learning strategies, problem solving, developing rapport.
Assigning grades	Evaluating, examining, assessing performance, interpreting test results, determining potential of individuals, monitoring progress.
Writing proposals	Assessing needs, identifying targets, setting priorities, designing evaluation models, identifying relevant information, making hypotheses about unknown phenomena, designing a process, judging likely costs of a project, researching funding sources.
Advising the yearbook	Planning, promoting, fund-raising, group facilitating, handling detail work, meeting deadlines, assembling items of information, coordinating, creating, dealing with pressure, delegating tasks, displaying ideas in artistic form, editing, making layouts.
Supervising teacher interns	Training, evaluating, mentoring, monitoring progress, diagnosing problem areas, inspiring, counseling, guiding.
Interpreting diagnostic tests	Screening, placing, identifying needs, diagnosing.
Interacting with students, parents, and administration	Confronting, resolving conflicts, establishing rapport, conveying warmth and caring, drawing out people, offering support, motivating, negotiating, persuading, handling complaints, mediating, organizing, questioning, trouble shooting.
Chairing a department	Administering, anticipating needs or issues, arranging meetings, creating and implementing committee structures, coordinating, delegating tasks, guiding activities of a team, having responsibility for meeting objectives of a department, negotiating, organizing, promoting.

## ALTERNATIVE CAREERS FOR TEACHERS

**The career world is a kaleidoscope of possibilities!**

- Biology:** research, outdoor education, forest ranger, park technician,  
Naturalist, lab technician
- Chemistry:** chemist, lab technician, research, plastics industry,  
Petroleum/oil/gas/lubricant industry, polymers
- Physics:** research, aviation, electronics, engineering consultant
- Math:** statistician, actuary, computer programming, researcher
- Home Economics:** consumer relations, magazines, cookbook publishers, consumer  
education, retail manager, buyer
- Business Education:** business colleges, office manager, bank trainer, insurance  
agent, retail manager, union instructor
- Physical Education:** sporting goods sales promotion, outdoor education, camps,  
clubs, youth director, athletic director, health clubs
- Foreign Language:** translator, import/export business, publishing, airlines, state  
department, CIA, Berlitz instructor, TESOL: <http://www.tesol.edu>
- English:** technical writing, book/magazine/newspaper publishing, writing, editing,  
advertising, public relations, grant writing, market research interviewer,  
reporter
- Social Studies:** counseling, customer service, claims representative, account  
representative, auditor, insurance agent, personnel trainer, museum  
education
- Art:** jewelers, display artist, greeting card illustrator, travel agent, studio manager,  
art supplies sales, store manager, art gallery manager, art museum guide
- Elementary Education:** training, credit analyst, retail management, claims  
processor, customer service, financial planner, seasonal park technician,  
children's book writer/editor/publisher, daycare manager
- Special Education:** educational television writer/director/program coordinator,  
insurance underwriter, activity therapist
- Music:** sales, musician, caseworker, program coordinator, music therapist,  
private teacher, retail store manager, radio personality

# A Kaleidoscope of Careers

Accountant

Accrediting Agent

Activity Director

Actuary

Administration: in businesses, government agencies, non-profit organizations, organized charities, and foundations

Administrator

Adult Day-Care Coordinator

Adult Educator

Adult Vocational Education

Adventure Travel Specialist

Advertising

Advertising/Marketing Consultant

American Zoo & Aquarium Association: <http://www.aza.org> or  
<http://www.aza.org/publications/career.htm>

Animal Control Officer

Animal Trainer

Anthropologist

Antique Valuation

Archivist

Art Teachers: Draw/Photographs

Science Illustrations: <http://natsci.ucsc.edu/scicom/scillus.html>

Medical Illustrations: <http://medical-illustrators.org>

Children's Books

Art Therapist

Artist

Astronomy

Athletic Coach

Athletic Director

Athletic Trainer

Author

Baker

Bank Manager/Officer

Bed and Breakfast Owners

Bilingual Consultant

Bilingual Education

Board of Education member

Book Conservators

Book Editor

Book Publisher

Business Plan Writer

Buyer

Career Development/Services

Caterer  
Chef  
Child-Care Director  
Children's Assemblies  
Children's Party Planner  
City Planner  
City Recreation Director  
Clergy  
College Student Personnel Worker  
College/University Professor  
College/University Administrator  
Columnist  
Community Outreach Programs  
Computer Engineer  
Computer Network Administrator  
Computer Programmer  
Computer Research Analyst  
Computer Support Service Owner  
Computer Trainer/Tutor  
Computer and Video Game Designer  
Congressional Aide  
Continuing Education Classes: Teaching courses, coordinating programs, 20<sup>th</sup> Century Literature, appreciation of drama and film, recent American history, foreign policy, art, art history, music, music history, modern languages  
Copy and Editing Service  
Copywriter  
Correctional Officer  
Counseling Psychologist  
Counseling and other Helping Professions in Higher Education: Admissions, Financial Aid, Academic Advising, Career/Placement Counseling  
Credit Analyst  
Customer Service Representative  
Dance Teachers  
Dancing and Music School Owner  
Data Base Designer  
Date Base Specialist  
Demographer  
Department of Housing and Urban Development: work for government health agencies, city planners, School systems, consulting on demographic studies and research, public and private agencies  
Design Specialized Programs for school presentations/productions: historical skits, unique music concerts, health fairs, science fairs, environment skits/fairs, specialized seminars/workshops, holiday skits/productions, cultural fairs  
Designer  
Director of Community Development  
Director of Placement/Career Center

Doggy Day Care  
Ecologist  
Editor  
Education Consultant  
Education Director  
Educational Administration  
Educational Counseling  
Educational Sales & Training: textbook publishers, “college travelier”-a person who goes from campus to campus introducing new texts to faculty members  
Employment Counselor  
English as a second Language (ESL)  
Entertainment Industry: trade fairs, promotional shows, motivational programs  
Entrepreneur  
Environmental Agencies  
Environmental Education  
Estate Manager  
Estate Planning Specialist  
Event Planner  
Executive Search Recruiter  
Farm Manager  
FBI Agent  
Financial Advisor  
Financial Planner  
Financial Sales Agent  
Fire Marshal  
Fish and Game Warden  
Flight Attendant  
Florist  
Food Service Manager  
Franchise Owner  
Freelance Writer  
Fundraiser  
Game, toy, software creator or tester  
GED Education  
Grant Coordinator/Writer  
Greeting Card Designer  
Health and Fitness Coach  
Health Regulatory Inspector  
Health Services Manager/Administrator  
Higher Education: Financial Aid Office, Admissions, Career Services, Student Life, Special Programs (Special Studies, College of Education), various Academic Departments, Community Outreach Programs, Continuing Education, Academic Instruction, Counseling/ Advising, Learning/Testing/Tutoring Centers  
Historian  
Home/school sales - demonstrator of educational products  
Hotel Concierge

Hotel and Resort Manager  
Human Resource Specialist  
Humane Education  
Indexer  
In-service Training Program Presenter  
Insurance Claims Representative  
Insurance Consultant  
Insurance Underwriter  
Interior Designer/Decorator  
Internet Content Developer  
Internet Entrepreneur  
Internet Security Specialist/Inspector  
Landscape Architect  
Librarian  
Library Guides  
Linguist  
Literary Agent/Agency  
Lobbyist  
Management Analyst and Consultant  
Management/Developing New Ideas: <http://www.ScienceMasters.com>  
Marketing and Advertising Manager  
Marketing Research Analyst  
Math/Computers: Bioinformatics-combines computer science, library science, and biology to help catalog and make genetic information available to researchers: <http://www.biology.gatech.edu/bioinformatics/whatis.html> or <http://www.Esp.org/rjr/aaas2000.pdf>  
Mathematician  
Motivational Speaking  
Medical Record Technician  
Meeting Planner  
Messenger  
Museum Curator/Archivist  
Museum Director  
Museum/Arts Management: Guides, Educational Coordinators, subject-matter specialists, design public relations materials, or audio-visual presentations for the public or to take into schools  
Museums: American Association of Museums at <http://www.aam-us.org/index.htm>  
Music Teachers  
Music: The National Association for Music Teachers: <http://www.menc.org/industry/job/career.html>  
National Association of Biology Teachers: <http://www.nabt.org>  
National Science Teachers Association: <http://www.nsta.org>  
Naturalist  
News Analyst  
Non-Profit Organizations  
Occupational Therapist

Online Researcher  
Online Teacher/Volunteer: Professional Education Organization International (PEOI) –  
nonprofit e-learning Resource: <http://www.peoi.org>  
Operations Manager  
Operations Research Analyst  
Painting Restorer  
Paralegal  
Park Naturalist  
Park Ranger  
Party Planner  
Patent Agent  
Periodical Editor  
Personal Chef  
Personal Shopper  
Personal Trainer  
Personal Training: time management, stress management, assertiveness  
Personnel and Labor Relations Manager  
Personnel Recruiter  
Pet Sitter  
Physical Therapist  
Police Officer involved in Community Relations  
Political Scientist  
Postal Service Worker  
Principal  
Prison Facility Teacher  
Probation Officer  
Professional Organization Manager  
Professional Speaker  
Program Developer  
Promotion Specialist  
Proofreader  
Property/Facilities Manager  
PSAT, SAT Education/Tutoring  
Public Information Officer  
Public Relations Manager  
Public Relations Personnel  
Public Relations Specialist  
Purchasing Agent  
Radio and Television Announcer  
Rancher  
Real Estate Advisor  
Real Estate Agent/Broker  
Real Estate Appraiser  
Records Clerk  
Records Manager  
Recreation Director

Recreation and Park Manager  
Recreation Worker  
Recreational Therapist  
Regional Planner  
Rehabilitation Counselor  
Religious Vocation  
Reporter  
Research Assistant  
Resort Manager  
Restaurant Manager  
Resume Writer  
Retail Sales Manager  
Risk Manager  
Sales Manager  
Sales Representative: insurance, real estate, travel industry, publishing companies  
Science Education: Science-Technology Centers at <http://www.astc.org>  
School Administrator  
School Counselor  
School Media Specialist  
Scriptwriter  
Security Consultant/Technician  
Securities Sales Worker  
Service Sales Representative  
Sign Language Interpreter  
Small Animal Breeder  
Small Business Owner  
Social Services Administrator  
Social Service Agency Administration  
Social Worker  
Sociology  
Speech and Hearing Personnel  
Speech Writer  
Sports Management Professional  
Statistician  
Store Manager  
Teacher Union Careers  
Technical Support Specialist  
Technical Writer and Editor  
Textbook Editor  
Title Examiner  
Title Searcher  
Toy and Game Designer  
Trainer  
Translator  
Travel Agent  
Tutoring

Urban Planner  
Veterinarian/Veterinarian Assistant  
Virtual Office Services  
Webmaster  
Web Page Designer  
Web Site Creator  
Web Site Editor  
Wedding Consultant  
Wholesale/Retail Buyer  
Wholesale Sales Representative  
Workshop Presentations  
Writers: National Association of Science Writers at <http://www.nasw.org>  
Writing books, booklets, newsletters, magazine articles  
Zoo and Aquarian Curator/Director  
Zoologist

### **Government Careers:**

Any Major: Environmental Protection Specialists, Civil Rights Analysts, Administrative Officers, Management Analysis Officers, Logistics Management Specialists, Claims Examiners, Public Affairs, Writers and Editors, Internal Revenue Officers, General Investigators, Air Traffic Controllers, Program Analysts  
Anthropology: Anthropologists, Museum Curators, Museum Specialists, Management Analysts  
Archaeology: Archaeologists, Museum Curators, Museum Specialists  
Architecture: Architects, Construction Analysts, Construction Control Inspectors, Landscape Architects, Naval Architects  
Arts, Fine and Applied: Arts Specialists, Audio-Visual Production Specialists, Recreation and Creative Arts Therapists, Exhibits Specialists, Illustrators, Photographers, Visual Information Specialists  
Communications: Telecommunications Managers, Communications Specialists, Public Affairs Specialists, Technical Writers and Editors, Writers and Editors  
Economics: Actuaries, Budget Analysts, Contract Specialists, Economists, Financial Analysts, Financial Institution Analysts, Loan Specialists, Trade Specialists  
**Education: Education and Training Specialists, Vocational Training Specialists, Vocational Rehabilitation Specialists, Educational Program Specialists, Employee Development Specialists, Public Health Educators, Training Instructors, Instructional Systems Specialists, General Education and Training [Contact: Department of Defense, National Archives and Record Administration, Department of Justice, Department of Veterans Affairs, Department of the Interior, Department of Health and Human Services]**  
English and Literature: Editorial Assistants, Public Affairs Specialists, Technical Writers and Editors, Writers and Editors, Management Analysts  
Foreign Language: Border Patrol Agents, Customs Inspectors, Language Specialists, Equal Employment Opportunity Specialists, Foreign Affairs Specialists, Foreign Agricultural Affairs Specialists, Intelligence Specialists  
Geography: Cartographers, Geographers

History: Archives Technicians, Archivists, Exhibits Specialists, Historians, Intelligence Specialists, Museum Curators, Management Analysts  
International Relations: Foreign Affairs Specialists, Foreign Agricultural Affairs Specialists, Intelligence Specialists, Language Specialists, Public Affairs Specialists, Trade Specialists, International Relations Workers  
Journalism: Journalists, Agricultural Market Reporters, Printing Specialists, Public Affairs Specialists, Writers and Editors, Technical Writers and Editors  
Liberal Arts/Humanities: Contact Representatives, Customs Inspectors, Equal Opportunity Compliance Specialists, Management Analysts, Social Insurance Claims Examiners  
Library Science: Librarians, Library Technicians, Medical Record Librarians, Technical Information Services  
Political Science/Government: Archivists, Budget Analysts, Historians, Foreign Affairs Specialists, Public Affairs Specialists, Social Scientists  
Psychology: Recreational and Creative Arts Therapists, Personnel Management Specialists, Psychologists, Personnel Staffing Specialists, Position Classification Specialists, Educational Services Specialists  
Public Administration: Budget Analysts, Employee Development Specialists, Employee Relations Specialists, Management Analysts, Manpower Development Specialists, Program Analysts, Public Utilities Specialists, GAO Evaluators  
Public Relations: Contact Representatives, Foreign Affairs Specialists, Foreign Agricultural Affairs Specialists, Public Affairs Specialists  
Social Work: Food Assistance Program Specialists, Social Science Aids and Technicians, Social Scientists, Social Service Representatives, Social Workers, Recreation Specialists  
Sociology: Social Science Aides and Technicians, Social Scientists, Social Service Representatives, Sociologists  
Religion/Theology: Chaplains, Social Workers

#### **Government Jobs:**

**Federal Government:** Department of Education, FBI, CIA, NASA, ATF, Affirmative Action, Social Security Representative, Claims Representative, Customs Inspector

**Ohio State Government:** Department of Education, ODOT, Lottery Commission, Bureau of Vocational Rehabilitation, Department of Youth Services

**Cuyahoga County Government:** Northeast Ohio Areawide Coordinating Agency, Metroparks, Housing

**City Government:** Mayor's Office, Recreation Centers, Human Resources, Consumer Affairs, Community Development, Parks/Recreation Programs

#### **Government Websites:**

Department of Defense Education Activity (DoDEA):  
[www.odedodea.edu/pers/employment](http://www.odedodea.edu/pers/employment)

Department of Health and Human Service's Indian Health Service (HIS):  
[www.his.gov](http://www.his.gov)

Department of Navy: [chart.donhr.navy.mil/index.asp](http://chart.donhr.navy.mil/index.asp)  
Federal Job Opportunities: [www.calltoserve.org](http://www.calltoserve.org)  
USA Jobs: [www.usajobs.opm.gov](http://www.usajobs.opm.gov)  
Student Jobs: [www.studentjobs.gov](http://www.studentjobs.gov)  
Public Service Jobs: [www.publicservice.monster.com](http://www.publicservice.monster.com)  
The Resume Place: [www.resume-place.com](http://www.resume-place.com)  
AvueCentral Jobs: [www.avuecentral.com](http://www.avuecentral.com)  
Federal Job Search: [www.federaljobsearch.com](http://www.federaljobsearch.com)  
FedWorld Jobs: [www.fedworld.gov](http://www.fedworld.gov)  
Public Service Employees Network: [www.pse-net.com](http://www.pse-net.com)

### **Teaching in non-public/private schools:**

National Association of Independent Schools (NAIS)  
Council for American Private Education

### **Teaching in Alternative Schools:**

National Coalition of Alternative Community School

### **Teaching in Continuing Education: Life Long Learning**

Weekend seminars for employed people, Short intensive workshops, Elderhostel,  
Adult courses – night and weekend classes, Continuing Education program developer, administrator,  
private consultant

### **Teaching Courses in the Community:**

Self-Improvements Courses: Time management, Relaxation Techniques, Public Speaking, Physical  
Fitness  
Specific Skill Courses: Photography, Video-tape making, Film making, Graphics, Carpentry,  
Calligraphy, Cooking, Sports/Fitness Courses:

### **Teaching in Learning Centers**

### **Teaching Abroad/Overseas:**

Association for the Advancement of International Education:  
<http://www.aaie.org>  
<http://travel.state.gov/americansabroad.html>  
Peace Corps: <http://peacecorps.gov>  
Overseas Academic Opportunities: <http://www.calarts.edu/~stdafrs/web/secure/oas.html.old>  
Transitions Abroad: <http://www.transitionsabroad.com/listings/work/teachingk12university>  
The Riley Guide: Job Listings-International Job Opportunities:  
<http://www.rileyguide.com/internat.html>

**Ohio Homeschool Program:** <http://homeschoolcentral.com>

### **North East Ohio Special Educational Regional Resource Center (NEOSERRC):**

<http://www.neoserrc.k12.oh.us>

**Professional Organizations Websites:**

A Career Guide to Professional Associations: A Directory of Organizations  
by Occupational Field

North Eastern Ohio Education Association (NEOEA): <http://www.neoea.org>

**Education Websites:**

The Educator's Network: <http://www.school-jobs.com>

USA jobs: <http://www.usajobs.opm.gov>

Career Mosaic: <http://www.career mosaic.com>

Monster.com: <http://www.monster.com>

America's Career InfoNET

Project Connect: <http://careers.education.wisc.edu/projectconnect/teacher>

Career Voyager: <http://www.careervoyager.com>

Job Research Resources-Education Placement Office:

<http://www.indiana.edu/~carsrv/resources.html>

Ohio Dept. of Education: <http://www.ode.state.oh.us/jobs>

Teachers-Teachers: <http://www.teachers-teachers.com/index2.cfm>

Federal Jobs: <http://www.fedjobs.com>

Portfolio Skill: <http://www.portfolio.skill.com>

Local Jobs: <http://www.crainscleveland.com/index.html>

Ohio Association of Independent Schools: [www.oais.org](http://www.oais.org)

Independent Schools Association of the Central States: [www.isacc.org](http://www.isacc.org)

Cleveland Council of Independent Schools: [www.ccis-ohio.org](http://www.ccis-ohio.org)

American Association for Employment in Education (AAEE): [www.aeee.org](http://www.aeee.org)

**Business Cards:** vistaprint.com

250 free business cards + \$5.95 postage & handling charge

# A Kaleidoscope of Career Choices!

You have designed your personal patterns and are ready to gaze into your **Career Kaleidoscope** and discover amazing career ideas. It takes time, effort, exploration, investigative research, imagination, and your career elements kaleidoscope and career choice assortment to select a successful new career. In her book, 101 Career Alternatives for Teachers, Margaret M. Gisler recommends comparing your new career choices using the following information guidelines:

- ✓ **Definition** – Technical definition of the job/complete job description
- ✓ **Transferable Teaching Skills** – Three skills that link the new job to teaching
- ✓ **Necessary Skills** – Description of skills needed to succeed in the field
- ✓ **Success Tips** – Pointers on how to succeed in this field
- ✓ **9 to 5: How You Will Spend Your Day** – Basic description of the daily responsibilities of the job
- ✓ **Where You Will Spend Your Day** – Description of the expected work environment
- ✓ **Career Forecast** – Job outlook information and forecast
- ✓ **Monetary Rewards** – Earning potential and possible benefits
- ✓ **Up the Ladder** – Career advancement information
- ✓ **Related Jobs** – Similar jobs that require similar skills or interests
- ✓ **Gathering More Facts** – Additional sources of information about specific fields via addresses, telephone numbers, and Web Sites
- ✓ **From Classroom to...** - As an added feature, some of the job descriptions include personal information from someone actually in the field

What can you do if you can't find a teaching job? You can investigate the best fields for your specialized teaching skills and expertise by comparing and matching your personal career elements and a variety of exciting new career possibilities.

# A Career Kaleidoscope Sample

## Fundraiser Position

- ✓ **Definition** – Professional fundraisers solicit donations and set up fund drives from individuals and corporations for colleges, charities, hospitals, and other nonprofit organizations.
- ✓ **Transferable Teaching Skills** – Ascertaining \* Motivating \* Explaining
- ✓ **Necessary Skills** – Good communication \* Managerial Skills \* Interpersonal skills
- ✓ **Success Tips** – Have a working knowledge of finance and tax laws \* Manifest drive and ambition \* Be honest
- ✓ **9 to 5: How You Will Spend Your Day** – The first task for fundraisers is to decide how much money the client needs. Next, the campaign is planned to determine its length, type of publishing necessary to promote the event, and what slogans will be used during the campaign. They decide who will solicit the funds and how they will do it, assess the progress of the campaign, analyze its strong and weak points, and determine corrections to ensure success in future campaigns. Fundraisers are employed full time or as consultants.
- ✓ **Where Will You Spend Your Day** – Fundraisers work irregular hours and may include nights or weekends. If working on national campaigns, may travel. May have office space or work from home.
- ✓ **Career Forecast** – The employment outlook is very good. Because this field is relatively new and small, experienced fundraisers are in great demand.
- ✓ **Monetary Rewards** – Salaries vary, depending on the employer and location of the industry. Salaries average about \$44,000 a year. More experienced fundraisers may earn more than \$90,000. Benefits vary – may include health insurance, paid holidays, vacations, and pension plans.
- ✓ **Up The Ladder** – Professional fundraisers, with experience, can become directors of fundraising programs. Some begin their own firms or become director of other consulting firms. Bigger campaigns with bigger companies.
- ✓ **Related Jobs** – Campaign Worker \* Lobbyist \* Media Specialist
- ✓ **Gathering More Facts** – American Association of Fundraising Counsel \* National Committee on Planned Giving \* National Society of Fund-Raising Executives

## **Conclusion:**

We are all on a career journey, and journeys don't always go as planned. There are detours and unexpected happenings and circumstances that occur and we have to make adjustments. Teachers and leaders experience this phenomenon everyday in the classrooms and communities. Effective teachers and leaders have a kaleidoscope of plans and patterns for the journey that serves as a map when the "storm winds of life" close doors and rattle windows. Whether your teaching talents, imagination, and responsibilities are involved working directly with our children inside the classroom or behind the scenes making excellence in education possible outside the classroom, your enriching teaching skills and powerful leadership participation make priceless differences in the extraordinary success of our neighborhoods, our schools, our businesses, our young people, our communities and our nation.



# PROFESSIONAL INTERNET CONNECTIONS

There is a **growing trend** in the number of employers who are **Googling** candidates and visiting the social-networking Internet sites. In the very public world of the Internet, millions of college students and web-savvy young adults maintain creative personal web pages within Internet social networking communities. Users create personal profiles that are sometimes questionable, and often include photographs, videos, or blogs on dating experiences, politics or musings on what really bugs them.

**Action Plan:** Job seekers need to take notice of their public Internet image. Candidates should take immediate action to investigate and clean up any personal Web sites they control. The next step is to Google their own information which may be located on other sites. If information (and – yikes! – photos) about an all night party is posted on someone else's site, usually a polite request for removal will suffice. You are encouraged to change Facebook and MySpace content to positively influence your current job search. Clean up your profiles, remove comments that might be taken the wrong way, block comments from your posts and keep your online reputation spotless. Don't post anything that you wouldn't want a client or potential employer to view.

**\*\*\*Work to build a positive professional online persona:** A great way to boost your online reputation is to take control and ownership of your professional online identity. Write and distribute well-written articles that provide sound business advice and showcase your career skills, knowledge and experience. Use **professional online social networks** like **LinkedIn, Twitter, YSN, and Squidoo** to post a professional profile that attracts business. Make it easy for potential clients and employers to form positive impressions of your character, accomplishments and professional qualifications.

LinkedIn: [www.linkedin.com](http://www.linkedin.com)

Twitter: <http://twitter.com>

YSN: Your Success Network: <http://faq.ysn.com>    Squidoo: [www.squidoo.com](http://www.squidoo.com)

