



## EDUCATION & TRAINING

A collage of various scenes related to education and training, all tinted in a red color. The scenes include: a person writing on a clipboard, a woman driving a car, a woman smiling while holding a folder, a stack of books next to a laptop, a group of students in a classroom, a man presenting to an audience, a man and a child working together at a desk, a person working on a computer, and two women working together at a table.

# CAREER SUCCESS GUIDE

Great Career Ideas • Creating Your Plan • College Resources



**Kay Ivey, Governor of Alabama**

## A MESSAGE FROM THE GOVERNOR

As I've said on many occasions, our people are Alabama's greatest strength, especially our young people, who hold the state's future in their hands. As the guardians of our state's future, students deserve every possible tool to help them—and Alabama—succeed in all areas.

To achieve this, we have created the Alabama SUCCESS Guides, which are designed to assist students in identifying resources regarding

careers, postsecondary education and financial literacy. Through our students, we are positioning our state for even greater accomplishments. They will be well-equipped for careers in Alabama's workforce which will allow them to compete—and excel—in our global economy.

This Alabama SUCCESS Guide is an excellent tool in helping our students of today become our leaders of tomorrow.

# ATTENTION PARENTS!

This guide is part of a series created to help students in Alabama learn more about high-demand careers, salaries, the steps they need to take to reach their goals, and the resources that can help them get there.

The workforce has changed since you entered it. Many of the jobs that exist today were not even created when you graduated from high

school, and the pace of change is faster than ever! However, since work skills are transferable to many jobs, by helping your student connect with what they learn in the classroom to real jobs that interest them, they will graduate better equipped for life after high school.

Thank you for talking with your child about what careers interest them – and why. You can help them by

sharing your own work experiences with your child. Ask people in your community who work in jobs that interest your child to share about their careers or let your child visit their workplace. And last, but not least, go with your child to meet with their school counselor or career coach to get them moving in the right direction. Help them prepare for their future...today.



# WHAT EMPLOYERS WANT

**PHILIP C. CLEVELAND, Ed.D.**  
**SCHOOL SYSTEM ADMINISTRATOR**  
**MARSHALL COUNTY SCHOOLS, ALABAMA**

“**SCHOOL ADMINISTRATORS LOOK FOR EDUCATORS WITH PASSION AND A DESIRE TO PREPARE STUDENTS FOR THEIR LIVES IN THE 21ST CENTURY.** Students must be motivated inside and outside the classroom and deserve to be taught by educators who will create a positive, exciting atmosphere for learning. Educators must be kind, compassionate, adaptive to change, possess knowledge of their subject matter, and be a relentless champion for their students. Being an educator is more than a calling—it is a gift in knowing the positive influence you make in every student’s life. Though the challenges in education are great, the impact on students’ successes are greater. This is why education will always be the noblest of professions.”

## WHAT'S INSIDE

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# THINK AGAIN

**MYTH:** All teaching jobs begin in the classroom.

**FACTS:** People who work in Education and Training educate and train people for their lives and work. This group includes jobs such as college professors, school teachers, coaches, and school counselors. In addition, you could also work with adults as a corporate trainer in a business.

Now is the time to take a fresh look at Education & Training careers you may not have considered before.

# REALITY CHECK

**WHAT IT COSTS TO LIVE ON YOUR OWN IN ALABAMA**  
 Estimated 2017-2018 monthly expenses for a 22 year-old living in Birmingham.

**NOTE:** Keep in mind that your paycheck will be reduced by about 30 percent to cover taxes, retirement, and insurance. What's left is known as your "take-home pay." Subtract 30 percent from the salaries shown on pages 5 and 6 to get a more accurate take-home amount.

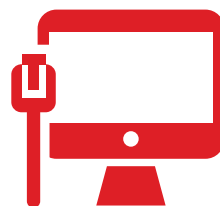
**Groceries:**  
 \$350-\$400



**Mobile Phone:**  
 \$55



**Cable and Internet:**  
 \$80



**Gasoline:**  
 \$100  
 (1,000 miles @ \$3.00 per gallon, 30 mpg)



**Rent and Utilities:**  
 \$700-\$850  
 (1 Bedroom)



**Car Payment:**  
 \$350-\$450  
 (Used 2016)



**Car Insurance:**  
 \$60-\$125  
 (6-Month Policy)



**Sources:**  
 RENT: [rentbits.com/rb/t/rental-rates/birmingham-al](http://rentbits.com/rb/t/rental-rates/birmingham-al)  
 CAR: [carsdirect.com](http://carsdirect.com)  
 MOBILE PHONE: [att.com](http://att.com), [verizon.com](http://verizon.com)  
 GROCERIES: [bestplaces.net](http://bestplaces.net)  
 CABLE AND INTERNET: [birmingham.mybriighthouse.com](http://birmingham.mybriighthouse.com)  
 CAR INSURANCE: [progressive.com](http://progressive.com)  
 GAS: [gasbuddy.com](http://gasbuddy.com)





## **SELF-ENRICHMENT EDUCATION TEACHER**

**Job Description:** Teach or instruct courses other than those that normally lead to an occupational objective or degree. Courses may include self-improvement, nonvocational, and nonacademic subjects. Teaching may or may not take place in a traditional educational institution.

### **Education:**

High school diploma or equivalent

**Salary Range:** \$18,076 – \$47,490



## **TRAINING & DEVELOPMENT SPECIALIST**

**Job Description:** Design and conduct training and development programs to improve individual and organizational performance. May analyze training needs.

**Education:** Bachelor's degree

**Salary Range:** \$34,209 – \$71,695



## **ELEMENTARY SCHOOL TEACHER**

*Except Special Education*

**Job Description:** Teach students basic academic, social, and other formative skills in public or private schools at the elementary level.

**Education:** Bachelor's degree and License/Certification

**Salary Range:** \$41,724 – \$55,499



## **SECONDARY SCHOOL TEACHER**

*Except Special & Career/Technical Education*

**Job Description:** Teach students in one or more subjects, such as English, mathematics, or social studies at the secondary level in public or private schools. May be designated according to subject matter specialty.

**Education:** Bachelor's degree and License/Certification

**Salary Range:** \$41,335 – \$56,083



## **MIDDLE SCHOOL TEACHER**

*Except Special & Career/Technical Education*

**Job Description:** Teach students in one or more subjects in public or private schools at the middle, intermediate, or junior high level, which falls between elementary and senior high school as defined by applicable laws and regulations.

**Education:** Bachelor's degree and License/Certification

**Salary Range:** \$41,437 – \$54,383



## **EDUCATION ADMINISTRATOR**

*Elementary & Secondary School*

**Job Description:** Plan, direct, or coordinate the academic, administrative, or auxiliary activities of public or private elementary or secondary level schools..

**Education:** Master's degree

**Salary Range:** \$64,520 – \$91,348



**KINDERGARTEN TEACHER**  
*Except Special Education*

**Job Description:** Teach elemental natural and social science, personal hygiene, music, art, and literature to kindergarten students. Promote physical, mental, and social development. May be required to hold State certification.

**Education:** Bachelor's degree and License/Certification

**Salary Range:** \$37,228 – \$53,123



**FITNESS TRAINERS & AEROBICS INSTRUCTORS**

**Job Description:** Instruct or coach groups or individuals in exercise activities. Demonstrate techniques and form, observe participants, and explain to them corrective measures necessary to improve their skills

**Education:** High school diploma or equivalent

**Salary Range:** \$22,900 – \$45,279



**ADULT BASIC & SECONDARY EDUCATION AND LITERACY TEACHER & INSTRUCTOR**

**Job Description:** Teach or instruct out-of-school youths and adults in remedial education classes, preparatory classes for the General Educational Development test, literacy, or English as a Second Language. Teaching may or may not take place in a traditional educational institution.

**Education:** Bachelor's degree

**Salary Range:** \$22,695 – \$47,080



**TEACHER ASSISTANT**

**Job Description:** Perform duties that are instructional in nature or deliver direct services to students or parents. Serve in a position for which a teacher has ultimate responsibility for the design and implementation of educational programs and services.

**Education:** Some college, no degree

**Salary Range:** \$17,441 – \$22,337



**PRESCHOOL TEACHER**  
*Except Special Education*

**Job Description:** Instruct preschool-aged children in activities designed to promote social, physical, and intellectual growth needed for primary school in preschool, day care center, or other child development facility. May be required to hold State certification.

**Education:** Associate's degree

**Salary Range:** \$19,879 – \$33,684



**SPECIAL EDUCATION TEACHER**  
*Kindergarten & Elementary School*

**Job Description:** Teach elementary school subjects to educationally and physically handicapped students. Includes teachers who specialize and work with audibly and visually handicapped students and those who teach basic academic and life processes skills to the mentally impaired.

**Education:** Bachelor's degree and License/Certification

**Salary Range:** \$41,837 – \$56,513

## **RAINER RAWLINSON** TRAINING & DEVELOPMENT SPECIALIST

ALABAMA COOPERATIVE EXTENSION SYSTEM

Graduate of Sylacauga High School  
Sylacauga, AL

Currently I am a graduate student receiving my Master of Arts degree in Adult Education. I attend classes and have an internship with the Alabama Cooperative Extension System, specifically in 4-H. In my internship, I work with some of the curriculum, modifying it to fit teacher and county agent needs.

Growing up, I was always told that I would be a great teacher. I had always enjoyed working with kids. I also loved talking and teaching people new things. After high school,

I attended a community college for two years and completed most of my prerequisite classes before I transferred to Auburn University. When I got to college and had to choose, it seemed like a no-brainer that I chose to be an elementary school teacher. I finished my degree in another two years. The first school year after I graduated I did not get a teaching job; I substitute taught. However, I did get hired my second year out of school. After teaching for a year, I decided that was not what I wanted to do with my life, and

decided to go back to school. I am currently finishing up my Master of Arts degree in Adult Education. The closer I get to graduation the more excited I get. This path will hopefully open a lot of doors so that I can still use my passion for teaching others!

**“This path will hopefully open a lot of doors so that I can still use my passion for teaching others.”**

## **LIZA SCOTT** 6TH GRADE MATH TEACHER

RUSSELLVILLE CITY SCHOOLS

Graduate of Russellville High School  
Russellville, AL

My job is to create a positive and engaging classroom environment that meets the needs of various learning styles in sixth grade math. I also work with co-workers and instructional coaches to create engaging and challenging math lessons based on the Alabama Course of Study.

My mom is a teacher, so I have always held education dear to my heart. When I was in elementary school, I would play “school” at home for hours. Being a teacher was something I loved, and was always my passion. In middle school, I began to think

**“Being a teacher was something I loved, and was always my passion.”**

ahead to my career. I took advanced courses in order to be better prepared for high school. When reaching high school, I chose to take the advanced track. I knew, by doing this, I would be better prepared for college. After high school, I attended Northwest Shoals Community College. This was the right step for me because it eased me into the college

experience. After attending for a year and a half, I transferred to Mississippi State University. I began my studies in elementary education. Through my studies, I visited various elementary schools, and realized I had made the right career choice. I observed and taught lessons in kindergarten, 2nd grade, 3rd grade, and 4th grade while getting my degree. After graduating, I came back home and received a job teaching 6th grade math at Russellville Middle School. This is my first year teaching, and I love every minute of it!

## **BARBARA M. NEEL** FAMILY & CONSUMER SCIENCES (FACS) TEACHER

VALLEY HEAD HIGH SCHOOL

Graduate of Leroy High School  
Leroy, AL

As a FACS Teacher, I get the opportunity to teach students how to live. I remind them that “We do not get to choose where we come from, but we do get to choose where we are going.”

As a child, I always enjoyed working with children and especially loved my home economics classes. Little did I know that I'd get a child development and nutrition degree, elementary degree, and complete my FACS certification. I started the summer after

graduating from Patrick Henry Junior College but began my 4-year career at University of Montevallo. Students need to know that there are so many opportunities out there to explore. Don't be afraid to change your major! I taught child development, was professional substitute and piano teacher,

**“We do not get to choose where we come from, but we do get to choose where we are going.”**

home schooled our 2 daughters until high school, opened and ran Little River Hideaway B&B, as well as teaching at area junior high and high schools. I love getting to teach life skills and offer an alternative with creativity and feel that my greatest impact is in the classroom. I am a team player, hard worker, and determined to help these students make a way for themselves. I feel that incorporating core subjects into my classes not only helps my students learn my subject matter, but also encourages reinforcement in other classes.





**JOAN F. FRAZIER**  
BOARD OF EDUCATION MEMBER

ANNISTON CITY SCHOOLS

Graduate of Fairmont West High School  
Kettering, OH

Since I am retired, I decided to pursue another “step” in the field of education. I ran for and was elected to the local board of education. I assumed this position in November 2016. This is a publicly elected position, the task of which is to represent the citizens and properly govern the school system.

I knew I wanted to be an educator early in elementary school. As a “military brat,” we moved around quite a bit while I was growing up. I learned about flexibility and how to relate to all kinds of people. This proved to be invaluable. I went to college right after high

school and four years later, graduated with a Bachelor’s Degree in Special Education. I taught special education while earning my first master’s degree. This degree enabled me to go into administration, in which women were a minority. I consciously set goals and timelines. There was always a plan in my mind,

**“I was able to accomplish everything that I’ve one so far with two words: POSITIVE ATTITUDE!”**

and the specifics of my plan were either met or changed as life went along. I worked full time in various positions and became a school principal and a Director of Federal Programs. I obtained two more advanced degrees and ended my career serving as a Superintendent of Education for seven years. Now that I’m retired, I hope to give back to the community through my service on the local board of education. I was able to accomplish everything that I’ve done so far with two words: POSITIVE ATTITUDE!

**LAUREN BOLDING**  
CULINARY ARTS INSTRUCTOR

ALBERTVILLE HIGH SCHOOL

Graduate of Albertville High School  
Albertville, AL

Culinary Arts provides advanced experiences in food production, management, and service. Topics include food service operations, advanced food production, and professionalism. Skills in mathematics, communication, creative thinking, and entrepreneurship are reinforced in this course.

As a young child I had a passion for cooking

**“It’s so rewarding to watch the students realize their passion and work toward a goal.”**

and everything food related. Once I was in high school I realized that I didn’t necessarily want to own a restaurant or be a chef, but I wanted to plan menus and organize details. At that point I made every effort to pursue a career in the event planning industry. I took many classes in high school that would prepare me for college. I went to a community college for a year and obtained all of my basic class credits before transferring to the University of Alabama in Tuscaloosa. I finished my bachelor’s degree in Restaurant and Hospitality Management in 2008. After several

successful jobs in the hospitality industry, I was sitting at my desk one day when the Assistant Superintendent of my former high school alma mater contacted me to ask if I would be interested in teaching culinary arts. I had no idea what to expect, but here I am five years later still teaching and enjoying it. It’s so rewarding to watch the students realize their passion and work toward a goal. I hope to continue to be able to make an impact on my students and promote our culinary arts program.

**MANDY REAMS**  
WELLNESS DIRECTOR

SYLACAUGA ALLIANCE FOR FAMILY ENHANCEMENT  
SOUTHERN DANCE & PERFORMING ARTS

Graduate of Sylacauga High School  
Sylacauga, AL

I seek out, design, and create programs that incorporate fitness and wellness into the everyday lives of those that we serve with our various programs.

Teaching is always something that has come naturally to me. But what I wanted to teach, isn’t really taught in schools. I am a dancer and a fitness professional. After years of teaching dance at a local studio, I decided to branch out and get my certification to teach group fitness, and that was the catalyst that really ignited my

career. Seeking out my certifications as a Group Fitness Instructor, Youth Exercise Specialist, and Dance Instructor led me to getting a four-year degree from The University of Alabama. That path led me to my current position where I get to educate people of all ages and help them to see their full potential through dance and fitness. The hours can be long, but I would not trade the smiles and kind words I get for making somebody’s life better for anything in the world.

You will not work typical hours in this job. It

requires a lot of flexibility, not only with the hours you work but also the types of classes that people want you to teach. You have to put your wants and favorites away and listen to what those that you are teaching want and be willing to focus solely on them if you want to keep your clients happy and returning!

**“You have to put your wants and favorites away and listen to what those that you are teaching want...”**



# MAKE A PLAN

## SIT DOWN WITH YOUR PARENTS AND COUNSELOR AND CREATE A PLAN

Map out an Alabama Education Plan (sample below) based on your interests, strengths, and possible career goals. Your plan outlines the courses and electives you'll take in high school, plus related co-curricular organization and career preparation experiences. Your school counselor or career coach will work with you to determine the learning experiences needed for you to complete your plan, such as using distance learning or earning college credit from your local community college. Below is a sample Alabama Education Plan for you to use as a guide.

### SAMPLE EDUCATION PLAN FOR THIS CAREER CLUSTER

| <b>GRADE 9</b>   | <b>GRADE 10</b>   | <b>GRADE 11</b>   | <b>GRADE 12</b>  |
|--|---|---|--|
| <b>FRESHMAN YEAR</b>   | <b>SOPHOMORE YEAR</b>   | <b>JUNIOR YEAR</b>  | <b>SENIOR YEAR</b>   |
| English 9<br>Algebra I<br>Biology<br>World History<br>*Career Preparedness<br>*LIFE PE<br>**Elective | English 10<br>Geometry<br>Physical Science<br>United States History 10<br>*Health/ Elective<br>**Elective<br>**Elective | English 11<br>Algebra II with Trig<br>Chemistry<br>United States History 11<br>**Elective<br>**Elective<br>**Elective | English 12<br>Math Elective<br>Anatomy & Physiology<br>US Government/Economics<br>**Elective<br>**Elective<br>**Elective |

\*Other Required Courses

\*\*Career & Technical Education and/or Foreign Language and/or Arts Education (3 Credits)

### EDUCATION & TRAINING CLUSTER COURSES

|   |                                |                       |  |
|---|--------------------------------|-----------------------|--|
| Child Development                                   | Entrepreneurship in FACS       | Infant/Toddler CDA IV | Professional Support Services in Education           |
| Counseling and Mental Health                        | Event Planning                 | Infant/Toddler CDA V  | Professional Training and Consultation               |
| Dietetics   | Food and Nutrition             | Preschool CDA I       | Senior Career Pathway Project Education and Training |
| Early Childhood Education I                         | Infant and Toddler Development | Preschool CDA II      | Teaching I   |
| Early Childhood Education II                        | Infant/Toddler CDA I           | Preschool CDA III     | Teaching II  |
| Education and Training – Required Foundation Course | Infant/Toddler CDA II          | Preschool CDA IV      |  |
| Education and Training Internship                   | Infant/Toddler CDA III         | Preschool CDA V       |  |
| Education Leadership                                |                                |                       |  |

### CO-CURRICULAR

### WORK-BASED LEARNING

|       |                                  |                           |                                   |
|-------|----------------------------------|---------------------------|-----------------------------------|
| FCCLA | Job Shadowing<br>Career Day/Fair | Internship<br>Field Trips | Work Experience<br>Guest Speakers |
|-------|----------------------------------|---------------------------|-----------------------------------|

# GETTING READY

## MAPPING OUT YOUR PROGRAM

### GRADE 8

- Research your career options based on your interests, talents, and goals.
- Create an Alabama Education Plan (see page 9).

### GRADE 9 FRESHMAN YEAR

- Choose a career cluster.
- Do your best work in all your classes. Course selection and grades really do count when you are applying to colleges and training programs.
- Keep a folder or portfolio of your activities, awards, accomplishments, and work experience, and add to it during your high school career.

### GRADE 10 SOPHOMORE YEAR

- Continue building the strongest possible academic record.
- Consider taking the ACT if you plan to apply to a two-year college or university in the future.
- Consider taking the PSAT (Preliminary SAT/National Merit Scholarship Test) if you plan to apply to a two-year college or university in the future.
- Use the information in your portfolio to create a resumé.
- Apply for summer jobs, internships, or volunteer activities related to your career cluster.

### GRADE 11 JUNIOR YEAR

- Take the PSAT/NMSQT.
- Use resources available at your school (books, online tools, college fairs, etc.) to research postsecondary education options related to your career goals.
- Register to take either the ACT or the SAT I and SAT II Subject Tests. (There are testing dates every month from January through June). Registration deadlines are approximately four weeks before each testing date.
- Apply for summer jobs, internships, and volunteer activities related to your career goals.
- Use [studentaid.ed.gov](http://studentaid.ed.gov) to determine your financial aid eligibility.

### GRADE 12 SENIOR YEAR

- In the fall, apply to postsecondary programs and retake any standardized college admissions tests if you would like to improve your score.
- Beginning in October, complete college financial aid forms. Deadlines and required data differ from school to school, so read the instructions carefully.
- In the spring, choose your postsecondary program on the basis of where you have been accepted, costs, etc.
- Continue doing your best work. All schools require a final transcript before making your acceptance official.

## COLLEGE PREP: GETTING ACCEPTED

The college admissions process can be stressful and a bit scary, especially if you are the first in your family to apply. Give yourself the best shot at getting into a college program that matches your goals by following these five steps:

### 1. MAKE THE GRADE

Your grade point average really does count, so do your best work on every assignment, pay attention in class, and participate in group discussions.

### 2. MAKE A LIST

Before you can apply to college, you have to figure out what you would like to study and what matters most to you (like college location, size, or religious affiliation). Use the college guides in your local library, school library, school counselor's or career coach's office to start making a list of colleges that interest you. Use online tools like [collegeboard.org](http://collegeboard.org) and [accs.cc](http://accs.cc) to learn more about each school and take virtual campus tours.

### 3. GET INVOLVED

Build teamwork and leadership skills by joining career technical student organizations, clubs, and teams at your school, volunteering for service projects, and participating in church or community activities.

### 4. PLAN FOR TEST

Most colleges want scores from the ACT, SAT, or SAT II tests. See what tests the schools on your list require, sign up to take them in time to include the scores on your application, and then practice the free SAT sample questions at [collegeboard.org](http://collegeboard.org) or sample ACT tests at [actstudent.org](http://actstudent.org).

### 5. BE NEAT AND COMPLETE

Before you send in a college application, double-check your spelling, make sure nothing is missing, and save a copy just in case you have to submit it again.

## PAYING YOUR WAY: FINANCIAL AID

Every Alabama student can afford to go to college. It just takes a little planning. Put your college dreams within financial reach by taking these five steps:

### 1. CONSIDER A COMMUNITY COLLEGE

Alabama's public and private two-year colleges offer an affordable way to earn an associate's degree or complete enough credits to transfer into a four-year school as a junior. Learn more at [accs.cc](http://accs.cc).

### 2. WEIGH YOUR OPTIONS

Attending one of Alabama's four-year public or private schools cuts travel costs and other living expenses, as compared to attending schools out of state. In addition, public schools offer reduced in-state tuition, and, if there's a college nearby, you can save even more by living at home.

### 3. RISE TO THE TOP

Apply to a couple of schools at which your grades and accomplishments put you near the top of the typical applicant pool.

### 4. DO A LITTLE DIGGING

More than one million local, national, and college-specific scholarships are available each year. Ask your school counselor or career coach for help finding printed scholarship resource guides. To find and apply for scholarships online, sign up for the free college scholarship search source [achievealabama.org](http://achievealabama.org).

### 5. APPLY FOR AID

Fill out the Free Application for Federal Student Aid (FAFSA) beginning on October 1 of your Senior year. FAFSA forms and instruction booklets are available at your school counselor's office and online at [studentaid.ed.gov](http://studentaid.ed.gov). Some schools also require the CSS/Financial Aid Profile form ([profileonline.collegeboard.org](http://profileonline.collegeboard.org)), and others have their own financial aid forms. Carefully read each college's application to know what forms you need to submit and when.

|  |  |
|--|--|
|     | AGRICULTURE, FOOD & NATURAL RESOURCES      |
|    | ARCHITECTURE & CONSTRUCTION                |
|    | ARTS, A/V TECHNOLOGY & COMMUNICATIONS      |
|    | BUSINESS MANAGEMENT & ADMINISTRATION       |
|    | <b>EDUCATION &amp; TRAINING</b>            |
|    | FINANCE                                    |
|    | GOVERNMENT & PUBLIC ADMINISTRATION         |
|   | HEALTH SCIENCE                             |
|  | HOSPITALITY & TOURISM                      |
|  | HUMAN SERVICES                             |
|  | INFORMATION TECHNOLOGY                     |
|  | LAW, PUBLIC SAFETY, CORRECTIONS & SECURITY |
|  | MANUFACTURING                              |
|  | MARKETING                                  |
|  | STEM                                       |
|  | TRANSPORTATION, DISTRIBUTION & LOGISTICS   |

## CLUSTER PATHWAYS

Administration and Professional Support Services

Early Childhood Education

Teaching and Training

## POST SECONDARY LEARNING

COMMUNITY COLLEGE

4-YEAR COLLEGE/UNIVERSITY

WORK-BASED LEARNING

### CONTACT INFORMATION

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