LABOR MARKET INFORMATION

AN OVERVIEW OF OUR LEADING PUBLICATIONS, REPORTS, AND WEBSITE

Economic Information & Analytics





FOR MORE INFORMATION OR QUESTIONS ABOUT OUR LABOR MARKET INFORMATION (LMI) PUBLICATIONS OR LMI DATA, PLEASE CONTACT:

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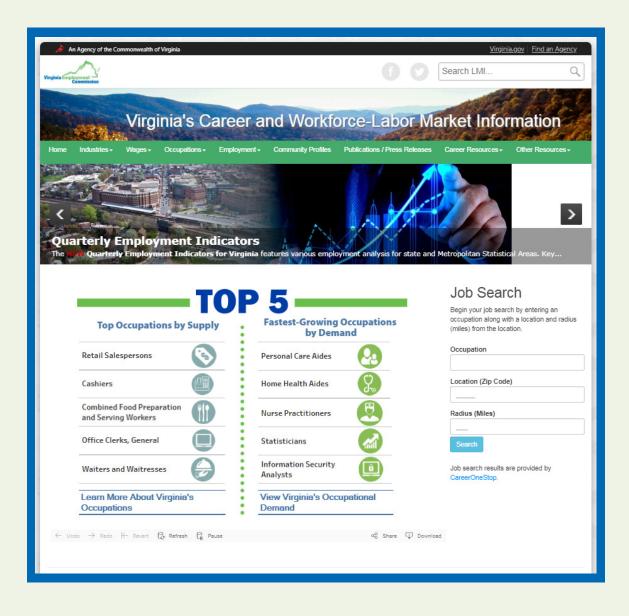
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LABOR MARKET DATA

Labor market information includes all data and analysis related to the status of the labor market.



WWW.VIRGINIAWORKS.COM

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Economic Information & Analytics

PUBLICATIONS

Through our various publications and reports that are available on our Career & Workforce Labor Market Information (LMI) webpage, the Economic Information & Analytics (EIA) division of the Virginia Employment Commission strives to provide valuable information pertaining to labor market subjects such as employment, unemployment, occupations, wages, industries, careers, and demographics, as well as topical subjects such as underemployment and labor turnover. Everything produced by EIA focuses on Virginia specific data and information. The publications are designed to meet the needs of a wide-range of end users including, but not limited to, workforce professionals, economists, government agencies, law makers, teachers, students, counselors, job seekers, employers, and veterans.

This overview gives a brief look at each of EIA's leading publications that are available on our website at <u>www.Virginiaworks.com</u>.

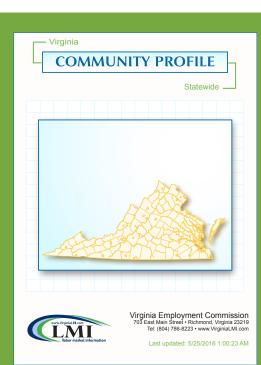
COMMUNITY Profiles

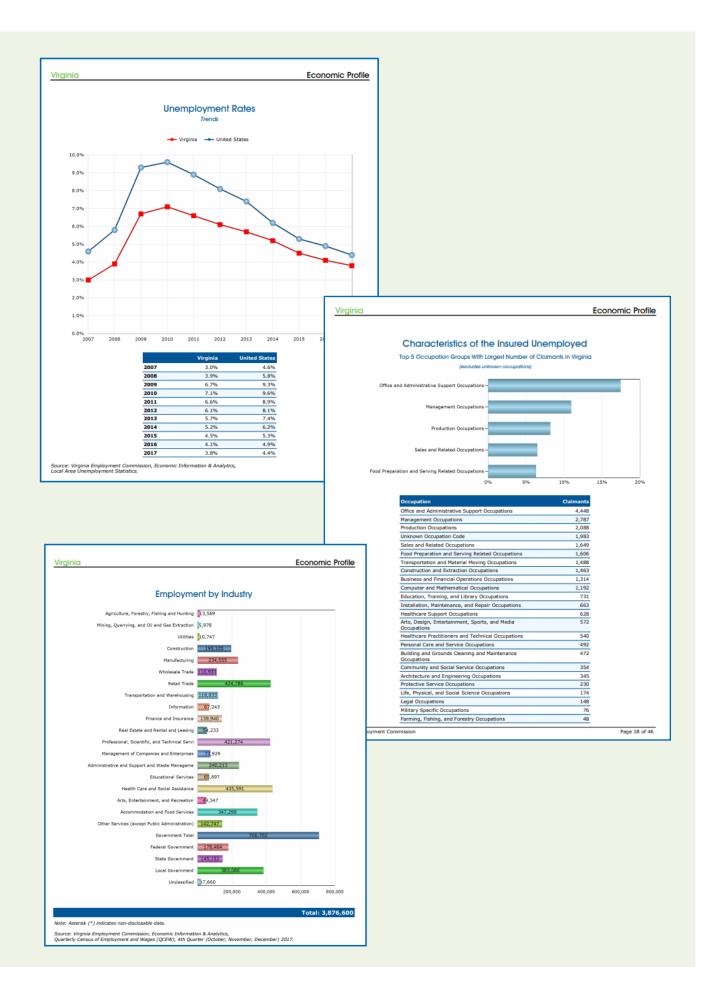
The Community Profiles feature a wealth of information including demographic, economic, and educational data. Each report is automatically updated every time we make changes to our database, so you can be assured they will always be up-to-date.

Reports are generated for Statewide; Counties and Cities; Planning Regions; Local Workforce Development Areas; Congressional Districts; Metropolitan Statistical Areas; and Virginia Community College Regions.

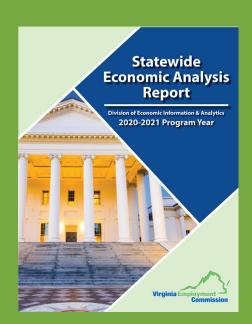
The reports feature:

- Demographic Profile (age, race, gender, population)
- Economic Profile (unemployment rates, characteristics of the insured unemployed, unemployment insurance payments, employers by size of establishment, employment by size of establishment, 50 largest employers, employment by industry, new startup firms, new hires by industry, turnover by industry, average weekly wage by industry, age of workers by industry, industry employment and projections, occupation employment and projections, growth occupations, declining occupations, consumer price index, and local option sales tax)
- Education Profile (education attainment by age, gender, and race, graduation data trends, and training providers)



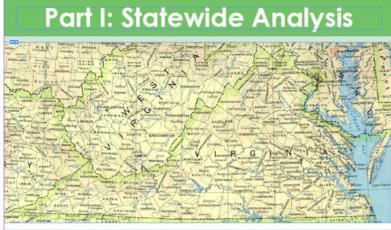


STATEWIDE Economics Analysis report



The Statewide Economic Analysis (SEA) Report is an annual publication that is meant to serve as a resource for policy makers, researchers, employers, job seekers, and workforce development professionals. The data presented in this report draws from multiple sources including the Economic Information & Analytics' (EIA) labor market information and other economic and demographic data, and provides a detailed look at Virginia's economy, such as: its composition; what drives it; and where it's going. It also gives an overview of regional trends within the state by presenting detailed information on local workforce development area (LWDA) labor markets.

Ultimately, this report is part of an ongoing effort to put labor market information into the hands of those who need it to better understand Virginia's rapidly changing labor market, whether it be a workforce development professional analyzing demographic and claims data to estimate local available labor supply or a school administrator using occupational projections estimates to help prepare students for the high-growth, high-wage jobs of the future.



The Virginia Economy

Recent Virginia labor market conditions suggest that the economic recovery from the Pandemic continued during the 2020-2021 program year. But as the Commonwealth continued to reopen in 2021, the outlook for Virginia's labor market was roiled by the cross-currents of long-term demographic and technological change and the massive workplace disruption from the Pandemic.

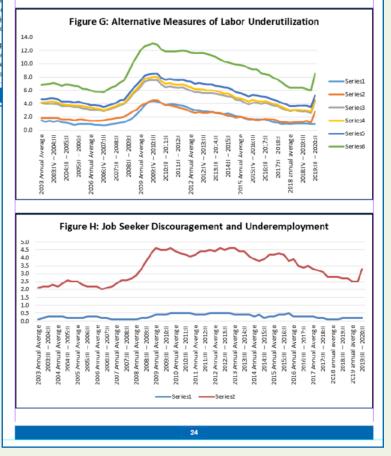
The number of people filing continuing claims for unemployment insurance during the 2020-2021 program year steadily trended downward as filers found jobs, left the labor force, or exhausted benefits. March 2020's historic increase in initial claims showed up in April 2020's equally historic decline in payroll employment, which fell to levels not seen since 2010. In subsequent months, some of those losses were erased but the pace of job recovery moderated during the 2020-2021 program year. From July 2020 to July 2021, payroll establishments in Virginia gained 143,800 jobs, an increase of 3.8%, but not back to <u>pre-Pandemic</u> levels. Helping to offset this, personal income in Virginia increased 54.5 percent at an annual rate in the first quarter of 2021 as economic impact payments associated with the American Rescue Plan Act of 2021 were distributed.

The Pandemic created labor market disequilibrium as employers p workers in the midst of declining labor force participation and high rat Census survey data, two thirds reported that small businesses had diff Accommodation and food service sector. At the same time, July payrol pre-Pandemic levels in the winter of 2020. This dichotomy were evider While Virginia's unemployment rate trended toward pre-Pandemic leve off of June's historic low and nearly four percentage points lower than Pandemic. At the same time, an estimated 92,000 Virginians quit their Nationwide, that figure reached a record 2.8% in April 2021, as nearly f

Those taking part in the reopening economy faced a rapidly chang and delivery services, no-contact pickup with cashless transactions, an American establishments and consumers for years, but their use accel were able to keep operating by instituting these and other changes. A

7

Overall, Virginia's measures of labor underutilization were fairly stagnated prior to COVID-19, but have steeply increased in the past quarter. This suggests that the labor market is currently at a deficient between the supply of and demand for labor. While not at levels seen in the Great Recession this is yet another signal that the labor market is not in balance and there is an abundance of available labor. People are now focusing on regaining employment, whereas before COVID-19 individuals were showing signs of looking for a better job rather than an adequate one.



VIRGINIA Employment Indicators



For those who are interested in studying the business cycle, the Virginia Economic Indicators quarterly publication is designed to depict the movement of the key economic indicator series readily available in Virginia. They are brought together in both graphic and tabular form, under one cover, and grouped so that they may be analyzed and interpreted easily.

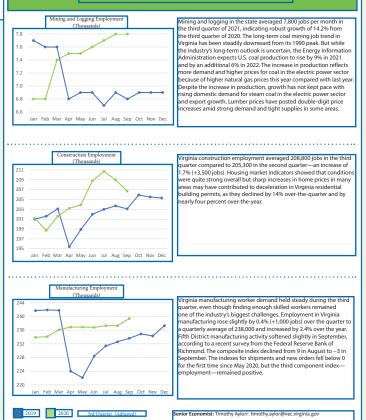
All but one of the series currently used are produced in-house by EIA and are comparable to similar national series produced by the U.S. Department of Labor. All series published in the Indicators have been seasonally adjusted to minimize regular seasonal fluctuations in the data in order to show only activity related to the business cycle. The Virginia Economic Indicators is the only seasonally adjusted publication of some of the Virginia series.



Employment/Unemployment

	Virg	inia	U	.S.
Month	Employment	Unemployment	Employment	Unemployment
July	4,140,815	174,890	153,596,000	9,221,000
August	4,105,492	161,031	153,232,000	8,556,000
September	4,083,600	135,652	154,026,	Г

Quarterly Industry Report



Senior Economist: Timothy Aylorr: timothy.aylor@vec.virginia.gov

VIRGINIA INDUSTRY PROFILES



2018 Private Retail Trade

The Virginia Industry Profiles provide information on the top five industries within Virginia based on employment. Each profile gives a summary of the industry in Virginia, followed by tables and graphs for the industry's establishments, employment, and average weekly wage for the state. The report also provides a table showing the total establishments, employment, and average weekly wage for that industry in each county and city.

The data within the profiles come from the Quarterly Census of Employment and Wages (QCEW) program.



	ate Retail Trado otals for 2018	9	
Area	Establishments	Avg Emplyment	Avg Weekly Wage
Accomack County	146	1,330	\$429
Albemarle County	328	6,245	\$612
Alexandria city	450	7,491	\$511
Alleghany County	43	299	\$497
Amelia County	24	214	\$452
Amherst County	85	1,102	\$451
Appomattox County	55	642	\$641
Arlington County	534	9,777	\$581
Augusta County	163	2,021	\$339
Bath County	13	56	\$508
Bedford County	201	2,303	\$390
Bland County	16	101	\$541
Botetourt County	80	824	\$471
Bristol city	118	1,526	\$416
Brunswick County	32	271	\$436
Buchanan County	63	684	\$478
Buckingham County	38	284	\$442
Buena Vista city	19	163	\$438
Campbell County	184	2,091	\$840
Caroline County	53	560	\$402
Carroll County	80	794	\$563
Charles City County	11	52	\$499
Charlotte County	34	258	\$310
Charlottesville city	263	3,375	\$533
Chesapeake city	713	15,787	\$502
Chesterfield County	926	18,208	\$451
Clarke County	35	262	\$507
Colonial Heights city	160	3,025	\$509
Covington city	41	538	\$759
Craig County	9	116	\$647
Culpeper County	144	2,237	\$365
Cumberland County	22	162	\$445
Danville city	272	4,041	\$509
Dickenson County	41	354	\$607
Dinwiddie County	50	567	\$485
Emporia city	53	544	\$513
Essex County	58	824	\$595
Fairfax city	150	3,584	\$369
Fairfax County	2,597	54,644	\$471

TOP FIVE INDUSTRY FACT Sheets



These two page fact sheets provide an at-a-glance look at the top five industries within the top industries in Virginia based on employment. The front side of the publication gives industry details such as establishments, employment, and average weekly wages. The back side gives samples of potential career paths for the industry, the education needed, and the occupational projections for each of the listed careers.

The data within the profiles come from the Quarterly Census of Employment and Wages (QCEW) program and the Bureau of Labor Statistics.

					_			
. /////1	CCONOMIC NFORMATION TC	p 5 li in Re	ndust tail Trade	ries				
		Establishments	 2018 Averages Employment 	Average Weekly Wage				
Ä	NAICS Code 4451 Grocery Stores	2,364	75,256	\$487				
	NAICS Code 4529 Other General Merchandise Stores	1,491	59,053	\$518				
P	NAICS Code 4411 Automobile Dealers	1,351	37,449	\$1,086				
	NAICS Code 4521 Department Stores	386	31,264	\$391				
F	NAICS Code 4471 Gasoline Stations	3,108	28,782	\$417				
					ire a high school degi course, management	ree or equivalent, but set type positions will requi- se and Order Fill Material recording derks Production, planning, and applications such as sprea- metry of the set systematic procurement susally vary with the size of gers Recommende Most als managers have Educational requirements experience.	uire at least some higher lers vpically need a high school di expediting clerks need to have stheet software. IIIy have at least a bachelor's techcational requirements for the organization. a bachelor's degree, although are less strict for job candidat excel biploma or GED. Enployee bit to one year of working wil program may be associated v	education. ploma or equivalent. • basic knowledge of computer legree and some work or buyers and purchasing agents some have a master's degree. es who have significant work es in here occupations need the operienced employees. A
			More clothi	o advancements in techn people are shopping onli ng stores. Specialty retail	ology and the shoppi ine which is having ar , like grocery stores a g-term industry proje	ng habits of consumers, i impact on certain subs nd car dealerships, are	ectors of retail—particu expected to continue em	ng changes for the future. larly department and
				Stock Clerks and Order Fill	ers	56,490	61,880	9.5%
				Purchasing Managers		2,600	2,860	10.2%
				Sales Manager		5,750	6,250	8.9%
				Retail Salesperson		123,530	125,560	1.6%
				Source: Virginia Employment C			1) 796 9934	

VIRGINIA Career Quarterly

<text><section-header><text><image>

This is a quarterly newsletter that provides articles about occupational activity in Virginia, career planning, job seeker advice, and more.

		Maria	7	Techo		Cant
Data Series	Apr 2021	May 2021	June 2021	July 2021	Aug 2021	Sept 2021
Labor Force Data						
Civilian Labor Force(1)	4,225.8	4,230.0	4,233.9	4,241.8	4,248.1	(<u>P</u>)4,244
Employment(1)	4,028.5	4,040.8	4,050.1	4,065.6	4,079.7	(<u>P</u>)4,084
Unemployment(1)	197.3	189.2	183.8	176.2	168.4	(<u>P</u>)159
Unemployment Rate(2)	4.7	4.5	4.3	4.2	4.0	(<u>P</u>)3
Nonfarm Wage and Salary Employment						
Total Nonfarm(<u>3</u>)	3,892.0	3,891.0	3,900.2	3,902.7	3,926.3	(<u>P</u>)3,929
12-month % change	7.8	7.1	5.3	3.8	2.5	(<u>P</u>)1
Mining and Logging(3)	7.5	7.4	7.5	7.7	7.7	(<u>P</u>)7
12-month % change	10.3	7.2	10.3	13.2	11.6	(<u>P</u>)13
Construction(<u>3</u>)	204.7	203.5	204.6	204.8	205.1	(<u>P</u>)204
12-month % change	4.2	2.9	3.1	3.1	2.6	(<u>P</u>)1
Manufacturing(3)	237.4	236.7	236.4	236.6	237.0	(<mark>P</mark>)239
12-month % change	5.6	6.3	4.1	3.0	2.3	(<u>P</u>)2
Trade, Transportation, and Utilities(3)	657.4	656.9	658.9	656.8	654.6	(<u>P</u>)653
12-month % change	11.6	10.2	6.5	4.2	2.8	(<u>P</u>)1
Information(3)	65.7	63.9	64.6	65.3	65.4	(<u>P</u>)65
12-month % change	2.7	0.2	1.3	2.5	1.9	(<u>P</u>)-0
Financial Activities(3)	205.7	205.4	204.5	202.8	203.8	(<u>P</u>)203
12-month % change	-1.2	-1.1	-1.1	-2.3	-2.2	(<u>P</u>)-2
Professional & Business Services(3)	767.8	770.2	771.5	775.7	771.1	(<u>P</u>)781
12-month % change	3.8	3.7	3.9	3.8	2.5	(<u>P</u>)3
Education & Health Services(3)	531.5	534.7	533.8	531.4	531.7	(<u>P</u>)534
12-month % change	7.8	6.3	4.3	2.8	1.9	(<u>P</u>)1
Leisure & Hospitality(3)	332.4	334.4	332.6	345.2	346.9	(<u>P</u>)344
12-month % change	53.3	46.2	26.4	16.5	11.8	(<u>P</u>)
Other Services(3)	180.4	180.5	181.5	180.9	185.2	(<u>P</u>)181
12-month % change	13.5	10.0	5.9	2.8	3.6	(<u>P</u>)0
Government(3)	701.5	697.4	704.3	695.5	717.8	(<u>P</u>)713
12-month % change	-1.7	-0.3	1.7	1.4	-0.2	(<u>P</u>)0

Footnotes (1) Number of persons, in thousands, seasonally adjusted. (2) In percent, seasonally adjusted. (3) Number of jobs, in thousands, seasonally adjusted. (P) Peliminary



Projected Openings in Occupations That Require a College Degree

Elka Torpey

Which college-level occupations are expected to have many openings in the coming years? What types of career fields are they in? And how much do they pay? Data from the U.S. Bureau of Labor Statistics (BLS) answer these questions.

Each year, BLS projects employment and openings for hundreds of occupations. As part of its analysis, BLS determines the education and experience typically needed for people entering an occupation, along with any postentry training required to attain competency.

About half of the occupations analyzed by BLS typically require some type of college degree: associate's, bachelor's, master's, or doctoral or professional. The occupations cover a range of career fields, including

Business, management, and sales

- Computer and engineering
- Education, social service, and legal

▶ Healthcare

Media, arts, and sports

Keep reading to see projections and wage data for selected college-level occupations in each of these career fields. Tables show the degree that is typically required, along with 2020 median annual wages and the number of openings projected each year from 2020 to 2030. (A median wage is the wage at which half of workers in the occupation earned more than that amount, and half earned less. These wage data exclude self-employed workers.)

Compare the wages in the tables with the median annual wage for all occupations in 2020 (\$41,950) and with the median wages for occupations at the associate's (\$55,870), bachelor's (\$78,020), master's (\$76,800), and doctoral or professional (\$110,160) degree levels.

Most of the projected openings in these occupations stem from the need to replace workers who leave permanently, such as for retirement. But some openings are expected to result from newly created jobs.

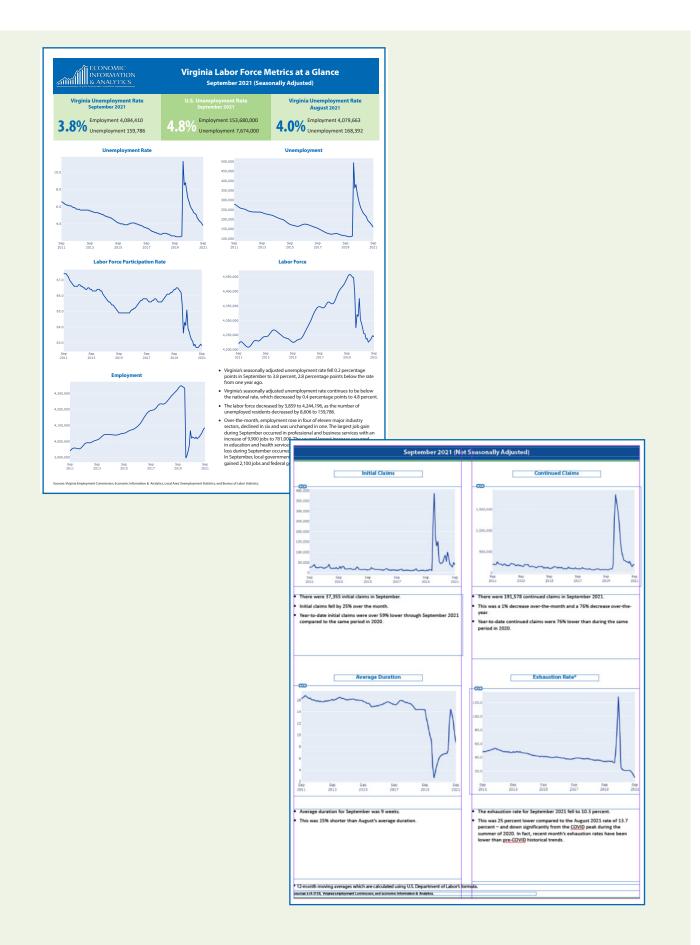
Source: https://www.bls.gov/eag/eag.va.htm

LABOR FORCE Metrics at a Glance



Virginia Labor Force Metrics at a Glance provides a snapshot of the most recent unemployment rate for Virginia and the U.S. as well as a historical graphic representation of Virginia's unemployment rate, labor force, labor force participation rate, employment and unemployment. In addition, a historical graphic representation of Virginia's initial claims, continued claims, average duration, and exhaustion rate along with bullet points for each is also shown.

This one sheet publication is updated monthly.



VIRGINIA JOB Outlook

The Virginia Job Outlook is a publication that provides occupations projected to have the highest number of openings along with expected salaries broken down by educational attainment. This publication is updated every other year.





Projected to 2028 VIRGIN

Job opportunities in Virginia have slowed, but are still growing.

Total All Occupations in Virginia is projected to grow 6.6 percent by 2028 exceeding the national growth rate of 5.2 percent.

Which jobs are expected to grow or decline in Virginia?

This Job Outlook brochure lists a sampling of high-growth occupations by educational attainment and annual wages projected to 2028 as well as occupations that are projected to decline.

For more information, visit these websites:

www.onetonline.org/ www.bls.gov/ooh www.VirginiaWorks.com

Bachelor's Degree	Projected Job Growth to 2028	Median Annual Wage	Associate's Degree, Post Secondary Non-Degree Award, or Some College	Projected Job Growth to 2028	Median Annual Wage	High School Diploma or Equivalent	Projected Job Growth to 2028	Median Annua Wage
Software Developers, Applications	12,169	\$110,550	General and Operations Managers	4,363	\$122,470	Medical Assistants	3,499	\$35,070
Management Analysts	8.901	\$97,500	Construction Managers	973	\$99,480	Managers, All Other	2,453	\$130,600
Market Research Analysts and Marketing	4,563	\$102.050	Physical Therapist Assistants	751	\$60,530	Business Operations Specialists, All Other	1,945	\$84,280
Specialists Computer Systems Analysts	4,360	\$102,050	Dental Hygienists	716	\$81,760	Loan Officers	1,530	\$64,090
			Veterinary Technologists and Technicians	668	\$43,570	Veterinary Assistants and Laboratory Animal Caretakers	1,351	\$26,820
Accountants and Auditors	3,309	\$77,320	Preschool Teachers, Except Special Education	623	\$33.080	Police and Sheriff's Patrol Officers	1.064	\$54.970
Operations Research Analysts	2,712	\$103,420	Respiratory Therapists	523	\$61.050	Teacher Assistants	981	\$26,400
Network and Computer Systems Administrators	2,432	\$88,060	Electrical and Electronics Engineering				932	\$33,210
Training and Development Specialists	2,029	\$69,670	Technicians	403	\$70,510	Pharmacy Technicians		
Medical and Health Services Managers	1,502	\$105,450	Paralegals and Legal Assistants	350	\$48,930	Coaches and Scouts	921	\$38,050
Computer Occupations, All Other	1,383	\$106,000	Occupational Therapy Assistants	314	\$69,740	Security Guards	892	\$34,200
Elementary School Teachers, Except Special	989	\$65,520	Diagnostic Medical Sonographers	304	\$76,960	Social and Human Service Assistants	827	\$31,420
Education Database Administrators	849	\$100.810	Civil Engineering Technicians	125	\$55,400	Food Service Managers	557	\$65,640
Financial Analysts	843	\$90,560	Cardiovascular Technologists and Technicians	105	\$58,860	Physical Therapist Aides	377	\$27,770
Secondary School Teachers, Except Special and	784	\$63,800	Life, Physical, and Social Science Technicians, All Other	93	\$50,720	Administrative Services Managers	288	\$100,050
Career/Technical	784	\$89,100	Environmental Science and Protection Technicians, Including Health	75	\$43,720	Property, Real Estate, and Community Association Managers	249	\$80,620
			Mechanical Engineering Technicians	47	\$60,750	Opticians, Dispensing	222	\$48,270
Child, Family, and School Social Workers	676	\$48,690	Agricultural and Food Science Technicians	43	\$41,280	Psychiatric Aides	170	\$29,690
Electrical Engineers Mental Health and Substance Abuse Social	670	\$109,310	Nuclear Medicine Technologists	40	\$75,440	Appraisers and Assessors of Real Estate	155	\$58,580
Mental Health and Substance Abuse Social Workers	602	\$48,150	Flectro-Mechanical Technicians	37	\$53,070	Medical Equipment Preparers	155	\$35,580
Compliance Officers	572	\$73,370						
Middle School Teachers, Except Special and Career/Technical	487	\$67,790	Radiation Therapists	36	\$83,010	Protective Service Workers, All Other	148	\$34,010
Marine Engineers and Naval Architects	435	\$88,890	Electrical and Electronics Drafters	27	\$59,730	Tax Preparers	141	\$29,350
Personal Financial Advisors	421	\$91,330	Radio, Cellular, and Tower Equipment Installers and Repairer	23	\$84,280	First-Line Supervisors of Police and Detectives	136	\$85,090
Industrial Engineers	400	\$90,110	Environmental Engineering Technicians	22	\$44,390	Transportation, Storage, and Distribution Managers	82	\$101,780



Occupations That Are Declining:

High-Growth Occupations by Educational Attainment:

Jobs That Are Declining	Projected Decline to 2028	Median Annual Wage
Assemblers and Fabricators	-2,498	\$31,460
Executive Secretaries and Executive Administrative Assistant	-2,382	\$64,030
Office Clerks, General	-2,283	\$33,350
Inspectors, Testers, Sorters, Samplers, and Weighers	-1,975	\$40,400
Postal Service Mail Carriers	-1,722	\$48,120
Cashiers	-1,711	\$21,890
Sales Representatives, Wholesale and Manufacturing	-1,610	\$62,430
Bookkeeping, Accounting, and Auditing Clerks	-1,461	\$41,740
Retail Salespersons	-1,430	\$24,210
Financial Clerks	-1,382	\$37,470
Textile, Apparel, and Furnishings Workers	-1,249	\$34,740
Cooks, Fast Food	-998	\$19,770
Telemarketers	-939	\$28,360
Corrections Officers and Jailers	-872	\$38,210
Buyers and Purchasing Agents	-852	\$76,450
Data Entry Keyers	-744	\$34,670
Printing Press Operators	-572	\$37,840
Bill and Account Collectors	-462	\$41,530
Tellers	-459	\$32,440

Industries in Virginia with the Largest Growth in **Employment Projected to 2028**

	Industries	Projected Employment to 2028
	Health Care and Social Assistance	76,140
	Professional, Scientific, and Technical Services	70,347
	Accommodation and Food Services	36,544
K	Construction	22,156
	Administrative and Support Services	14,173
	Educational Services	12,135
	Finance and Insurance	12,072

*Note: Median annual wage is based on Bureau of Labor Statistics (BLS) Occupational Employment Statistics (OES) for Virginia, May 2019.

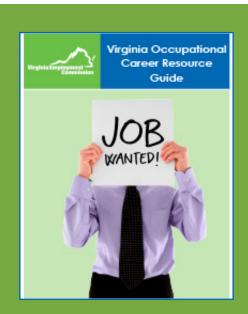
Sources for the brochure: O*Net Online Occupational Profile. Virginia Employment Commission, Long-term Industry and Occupational Employment Projections, 2018-2028. Bureau of Labor Statistics (BLS) Occupational Employment Statistics (OES) wage data 2019.

For information, contact: Virginia Employment Commission Economic Information & Analytics Division

- (804) 786-3976
- VRC/TDD VA Relay 711
- www.VirginiaWorks.com

Career Information

VIRGINIA OCCUPATIONAL CAREER RESOURCE GUIDE



The Virginia Occupational Career Resource Guide is produced to assist any person who is looking for information to aid them in researching and finding a new career. Information is provided on a variety of career choices, how to plan for a career, education needed to qualify for various jobs, how to apply and interview for jobs, and much more.

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34 Resources	Librarian Multime Speech-I

The arts, audio-video technology, journalism and broadcasting; per designing, producing multimedia	forming arts; printi	ng technology; te	lecommunications;	and visual arts. C	occupations can include:
Occupation	Employm	ent Trend	Median Annua	I Salary (2016)	Most Common Education
occupation	VA	US	VA	US	Training Level
Art, Drama, and Music Teachers, Postsecondary	1111	111	\$57,590	\$68,650	Master's Degree
Audio and Video Equipment Technicians	1111	111	\$40,260	\$42,230	Associate's Degree/Certification/OTJ
Broadcast Technicians	-	-	\$43,800	\$38,550	Associate's Degree/Certification/OTJ
Film and Video Editors	1111	1111	\$55,850	\$62,760	Associate's Degree/Certification/OTJ
Graphic Designers	111	-	\$52,470	\$47,640	Bachelor's Degree
Librarians	11	1	\$62,910	\$57,680	Master's Degree
Multimedia Artists and Animators	11	11	\$68,120	\$65,300	Bachelor's Degree
Speech-Language Pathologists	1111	1111	\$82,180	\$74,680	Master's Degree
Adeo Game Designers	-	1	\$101,330	\$86,510	Bachelor's Degree
Web Developers	****	1111	\$79,490	\$66,130	Associate's Degree/Certification/0TJ

business, manugement, and manufichated and
ere are six pathways in the Business, Management, and Administration cluster: Management; Business Financial Management
counting; Human Resources; Business Analysis; Marketing; and Administration and Information Support. Business Management
ministration careers encompass planning, organizing, directing, and evaluating business operations and are found in every sec

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VA

\$94,870

\$75,760

\$79,730

\$79,730

\$208,000

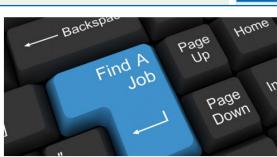
\$136,430

\$67,640

\$95,320

\$31,300

\$44,260



Job Searching

The most common way people used to search for jobs was through the Classified section of their local newspaper or word-of-mouth. That has changed over the years. Today, you can still find job openings in the local newspaper, but there are now more resources available to the job seeker—the Internet, job fairs, and career services.

Online Job Search

 Online Job Search
 also alture ; row of the poly selection of the poly

On many of these sites, you can upload your résumé, search by criteria such as location and type of job, and apply for a job opening.

Popular Job Search Sites

CareerBuilder (http://www.careerbuilder.com/) CareerBuilder is one of the biggest job boards, and its robust search function allows you to filter by several cretenia, including location, degree required and pay range. CareerBuilder partners with news media around the country and collects; job littings from them. It also provides career advice and resources for candidates.

28 Virginia Occupational Career Resource Guide

Indeed (https://www.indeed.com/)

A huge aggregator of postings from across the Web, this site consolidates listings from many job boards in one place. It also compiles information from various company career pages and allows you to search locally or globally.

Occupatio

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Job.com (http://www.jobs.com/)

This large site offers weekly job alerts, job search advice, a résumé builder, and job postings. This job search website also allows you to upload your résumé for hiring managers and recruiters to search.

This top networking site enables you to find jobs through your extended network. Additionally, you can create a work experience profile, join groups, participate in conversations and follow companies you find interesting and relevant to your job search.

Glassdoor (https://www.glassdoor.com/index.htm)

Job search website Glassdoor boasts a large database of company reviews—submitted by employees. Glassdoor promotes itself as giving job seekers insights into a

Virginia Occupational Career Resource Guide 19

\$90,050

\$62,080

\$69,040

\$69,040

\$181,210

\$121,750

\$59,180

\$81,330

\$30,580

\$42,390

Bachelor's Degree

Bachelor's Degree

A Decree/Certificatio o/OTI

Master's Degree

Bachelor's Degree

Bachelor's Degree

Master's Degree

High School Diploma or Equivalent

High School Diploma or Equivalent

Career Information

JOB SEARCHING TIPS - 5 STEPS To a successful Job search



Job Searching Tips - 5 Steps to a Successful Job Search is a quick reference brochure with the five most common tips for a successful job search. It also includes a pocket résumé that can be cut and filled out for later use in your job search.

STEP 1 - JOB SEARCH

The Internet has become a powerful tool for today's job seeker. The Virginia Workforce Connection (https://www.vawc.virginia. gov/vosnet/Default.aspx) is Virginia's online source to connect with potential employers, search for jobs, find training opportunities, and research wage data along with industry and occupational trends.

To search job openings for state and federal government jobs, go to Jobs.Virginia.gov (http://jobs.virginia.gov/) and USAJobs (https:// www.usajobs.gov/)

Telesco d'access

Job and career fairs are opportunities for a job seeker to talk with multiple job recruiters and companies who are hiring. These fairs are often hosted by companies, industries (such as the hotel and restaurant industry), community colleges, or state employment agencies. Job and Career fairs give the job seeker an opportunity to network, make positive first impressions, and learn about companies and what it's like to work for them. Check the Virginia Employment Commission's website at: http://www.vec.virginia.gov/find-a-job for job fair announcements around the state.

The Classifieds section of your local newspaper has job listings. The newspaper's online site also has a classified section with job listings.

STEP 2 - RESUME

If you want to be considered for a job opening, writing or updating a résumé is very important these days because your résumé is going to be reviewed by software as well as a hiring manager.

Valuable tips for writing a résumé:

- Review Résumé samples.
- Choose a résumé type or use a résumé template.
- Use keywords that directly target the jobs you are inte
- Proof your résumé.

STEP 3 - APPLYING

Applying Online. In today's job market, most job ap when filing out an online application is to follow the instrudon't follow the instructions. If the listing says send a cover document.

Applying in Person. Although most professional j applications in person, such as retail and hospitality jobs. Bu application, and take time to fill out the application correct written down ahead of time so you can use it as reference v for that purpose.)

Some employers may have hiring kiosks instead of paper ap on site.

STEP 4 - INTERVIEW

Interviews are your chance to promote your skills and abilities. Interviews also give you a chance to find out if the job and company are right for you.

Interview Tips:

- Review and practice answering common interview questions such as your strengths, work flexibility, leadership skills, ability to learn new things, and ability to solve problems.
- Make a list of questions you might have about the job such as job responsibilities, what equipment or computer programs might be used for the job, and is there a possibility for future promotion.
- Be prepared by bringing extra copies of your résumé, letters of recommendation, and certification letters or licenses that are applicable to the job for which you are applying.
- Arrive early to the interview. Be sure to plan ahead for travel time and parking.
- Dress appropriately for the job you are applying for.
- Turn off your cell phone.
- Shake hands before and after the interview.
- Give honest and direct answers. Be sure to smile and make eye contact.

STEP 5 - FOLLOW-UP

Follow up with an email a week or so after you've submitted your materials to check on the status of your application. If you don't hear back soon after applying, follow up, and if you still don't get a response, forget it. Don't feel bad if you don't get a response.

If you had applied in person, stopping back in to check on the status of your application will show that you are really interested in the job.

If you had an interview, send a thank you email the day after your interview. Just like following up on an application, if you don't hear back in a week or two, send an email asking if the position you had interviewed for has been filled.

Don't sit and wait. While you are waiting to hear back from a job interview, continue looking and applying for jobs just in case you don't get offered the job.

Å

POCKET RESUME

Fill out this form and keep it to assist you with applications and job interviews.

EDUCATION	
School	
Address	
Major/Diploma/Degree	
Dates Attended	
School	
Address	
Major/Diploma/Degree	
Dates Attended	
PREVIOUS EMPLOY	'MENT
Employer	
Address	
Phone	
Job Title	
Dates of Employment	
Employer	
Address	
Phone	
Job Title	
Dates of Employment	
REFERENCES	
Name	
Relationship	
Address	
Phone	
Email	
Name	
Relationship	
Address	
Phone	
Email	
OTHER SKILLS	
(example: compute	er, trade, military service, etc.)

Career Information **POCKET RESUME**

The Pocket Resume is a PDF form that can be filled out with a job seeker's education, work history, and references, that they can print, cut, and fold to fit in a pocket, purse, or wallet. This is a handy resource that can be quickly referenced when filling out a job application or preparing for a job interview.



The actual interview:	Passible Interview Questions:	I Pocket P						
 Be prompt. 	 Tell me alonal yoursell? 	Keep this handy to applications and jo						
 Unless the interviewer uses your 	 Why are you interested in the juli? 	Property for Job Inter						
name, introduce yourself politely.	 Why are you the local candidate? What are your drongth/ 	· Learn about the o						
· Answer questions directly and hon-	weaknesse?	 Have a specific pat 						
 Be pullie, professional, and cooper- 	 How has your education/training/ experience prepared you for itos 	Review your job q Province answering						
allow.	juik?	questions	I have an a set of the					
 Ack questions and show enthusiasm. 	 When are you available to work? 	Appearance						
 Thank the interviewer(s) for their time. 	Questions to ask: • Here is a typical work day?	 Next and clean 						
With and abilities	· Can this jub lead to other	 Appropriate clubb 	ing .					
	 opportunities.7 What shifts are most important for 	 Tasteful makeup 						
	this position?	What to take with you						
	 When can I expedito hear from you? 	This packet show This packet show This packet and per						
Leadership/honen/asards	 Can I contact you by phone or email? 	 Sample of your w 						
	Falleraraja	1	$\mathbf{\Lambda}$					
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80		+						
The actual interview • Be prompt.	Passible interview Questions • Tell me about yoursell?	Pocket R						
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Unless the interviewer uses pour	 Why are you interested in the jult? 	Preparing for Job Inter						
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also.	pain?	questions						
 Ask questions and show enthusiasm. Thank the interviewer(s) for their 	 When are you available to work? 	Approximent						
time.	Questions to ask: • How is a typical work day?	Next and clean						
Wills and abilities	· Can this just lead to other							
	 opportunities? What shifts are most important for 	Name: (Last)	(First)		MQ	lesali		
	this position?	Address (Moret)						
				[City]		[Bate]	(Zip)	
	When can I expect to hear from you	Phane (Hame)	CHE	(City)		(Bate)		
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Address

Career Information

INTERVIEW Skills Poster

The Interview Skills Poster gives helpful tips for preparing for interviews. It is $11'' \times 17''$ (tabloid) and can be downloaded and printed by anyone, but it is designed especially for use by career counselors and workforce centers.



JOB INTERVIEW

FIRST IMPRESSIONS MAKE A STATEMENT

- > Dress appropriately.
- > Look neat and clean.
- > Be enthusiastic.
- > Be polite and show respect.
- ➤ Be on time.

BE PREPARED

- Bring your résumé and references; a notepad and pen; a list of questions to ask about the job and/or company; and a sample of your work (if applicable).
- Learn as much about the company as possible. The more you know about the company, the more you show your interest in working for them.

KNOW YOURSELF, THEN SELL YOURSELF

- > Be prepared to discuss your strengths and weaknesses.
- > Present your weaknesses as positive attributes.
- Talk about your accomplishments, skills, and abilities and how they can be applied to the job.

FOLLOW UP

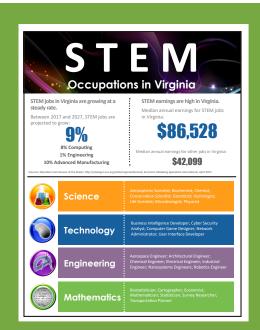
Follow up your interview the same day (or the next day) with a thank-you note or email! Let them know you are interested in the job.



www.Virginiaworks.com

Career Information STEM FLYER

The STEM flyer provides labor market information on occupations in the fields of Science, Technology, Engineering, and Mathematics (STEM). It has been designed as a career aid particularly for students who might be considering a career in a STEM field.



	E M ons in Virginia				
EM jobs in Virginia are growing at a eady rate.	STEM earnings are high in V Median annual earnings for S				
etween 2017 and 2027, STEM jobs are ojected to grow:	in Virginia: \$86,52	28			
3 /U 8% Computing 1% Engineering 10% Advanced Manufacturing	Median annual earnings for other job				
ss: Education Commission of the States: http://vitalsigns.ecs.org/state/v	+ -=,000	2017.			
Science					
Technology	Business Intelligence Developer; Cyber S Analyst; Computer Game Designer; Netv Administrator; User Interface Developer	vork			
Engineering	Aerospace Engineer; Architectural Engine Chemical Engineer; Electrical Engineer; Ir Engineer; Nanosystems Engineers; Rob	ndustrial			
		Top 5 High Growth ST by Ma	EM Occupations jor Occupational Gro		o 2026
Mathematics	Biostatistician; Cartographer; Economis Mathematician; Statistician; Survey Res Transportation Planner	Architecture and Engineering (Total Pro Occupation	ojected Job Growth - 2026 Projected Job Growth	7,211) 2017 Annual Median Wage	Minimum Education
Mamemancs			Job Growin	methan wage	
Mamemailes		Civil Engineers	969	\$85,300	Bachelor's degree
Mullemalics		Civil Engineers Mechanical Engineers	969 738	\$85,300 \$92,870	Bachelor's degree Bachelor's degree

High Growth STEM-Related Occupations in Virginia to 2026 by Major Occupational Group				
Management (Total Projected Job Growth -23,836)				
Occupation	2026 Projected Job Growth	2017 Annual Median Wage	Minimum Education	
Computer and Information Systems Managers	1,947	\$160,950	Bachelor's degree	
Medical and Health Services Managers	1,834	\$100,780	Bachelor's degree	
Architectural and Engineering Managers	353	\$145,920	Bachelor's degree	
Natural Sciences Managers	152	\$123,240	Bachelor's degree	

Occupation	2026 Projected Job Growth	2017 Annual Median Wage	Minimum Education
ers, Applications	11,710	\$106,500	Bachelor's degree
ns Analysts	3,537	\$96,450	Bachelor's degree
ers, Systems Software	3,731	\$119,430	Bachelor's degree
upport Specialists	2,672	\$53,090	Postsecondary
nputer Systems Administrators	2,114	\$89,990	Bachelor's degree
ractitioners and Technical (T	otal Projected Joh	Crowth 27.02	5)
			5)
Occupation	2026 Projected Job Growth	2017 Annual Median Wage	Minimum Education
S	9,341	\$66,060	Associate's degree
S	9,341 7,861	\$66,060 \$26,590	Associate's degree Postsecondary Certifica

417

d Mathematical (Total Projected Job Growth - 37,426)

\$68,190

\$111.340

Associate's degree

Bachelor's degree

Electrical and Electronic Engineering Technicians 553

Electronics Engineers, Except Computer

Occupation	2026 Projected Job Growth	2017 Annual Median Wage	Minimum Education
Mathematical Science Teachers, Postsecondary	243	\$58,450	Master's/Doctoral degree
Nursing Instructors and Teachers, Postsecondary	454	\$67,700	Master's/Doctoral degree
Biological Science Teachers, Postsecondary	332	\$66,950	Master's/Doctoral degree
Computer Science Teachers, Postsecondary	162	\$67,500	Master's/Doctoral degree
Psychology Teachers, Postsecondary	206	\$67,940	Master's/Doctoral degree

Education, Training, and Library (Total Projected Job Growth - 30,957)

Sources: Virginia Employment Commission, Occupational Employment Projections, 2016-2026; Virginia Employment Commission, Occupational Employment Statistics (OCS) Survey; O*NET* - The Occupational Information Network. O*NET is a registered trademark of the US Department of Labor/ Employment and Training Administration

For More Information on STEM Occupations:

- STEM Data for Virginia <u>http://vitalsigns.ecs.org/state/virginia/demand</u>
- Article https://www.bls.gov/spotlight/2017/science-technology-engineering-and-mathematics-stem-occupa-tions-past-present-and-future/home.htm
- Graphs STEMtistics: http://ecs.force.com/studies/rsviewsteml?faq=a080g000019815f; http://ecs.force.com/studies/rsviewsteml?faq=a080g000019815f; http://ecs.force.com/studies/rsviewsteml?faq=a080g000019815f; http://ecs.force.com/studies/rsviewsteml?faq=a080g000019815f; http://ecs.force.com/studies/rsviewsteml?faq=a080g000019815f; http://ecs.force.com/studies/rsviewsteml?faq=a080g000019815f; http://ecs.force.com/studies/rsviewsteml?faq=a080g000019815f; http://ecs.force.com/studies/rsviewsteml?faq=a080g00019815f; http://ecs.force.com/studies/rsviewsteml?faq=a080g00019815f; http://ecs.force.com/studies/rsviewsteml?faq=a080g00019815f; http://ecs.force.com/studies/rsviewsteml?faq=a080g00019815f; http://ecs.force.com/studies/rsviewsteml; http://ecs.force.com/studies/rsviewsteml; http://ecs.force.com/studies/rsviewsteml; http://ecs.force.com/studies/rsviewsteml; http://ecs.force.com/studies/rsviewsteml; http
- Article http://ideastations.org/science-matters/hot-shots/hot-jobs/what-are-hot-stem-jobs-virginia
- Data https://data.virginialmi.com (Labor Market Data/Occupations)

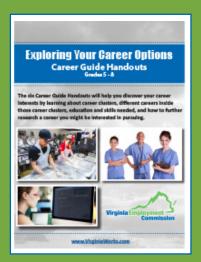


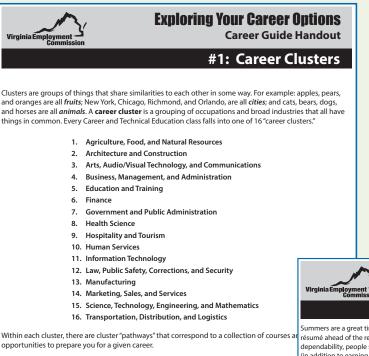
es	5,926	\$21,770	Less than High School		
s	4,352	\$32,260	High School or equivalent		
I, and Social Science (Total Projected Job Growth - 4,194)					
Occupation	2026 Projected Job Growth	2017 Annual Median Wage	Minimum Education		
ng, and School Psychologists	562	\$75,530	Doctoral/Professional degree		
ientists and Specialists, Including	335	\$71,040	Bachelor's degree		
cians	268	\$40,700	Bachelor's degree		
	60	\$93,300	Bachelor's degree		
nal Planners	182	\$71,090	Master's degree		

Career Information

EXPLORING YOUR Career options: Career guide Handouts

The six Career Guide Handouts will help students discover their career interests by learning about career clusters, different careers inside those career clusters, education and skills needed, and how to further research a career they might be interested in pursuing. These Handouts are designed especially for students in grades 5 - 8.





The 16 clusters were established at the national level by the States' Career Clusters Initiative a recognizable across the United States in middle schools, high schools, community and tech and the workforce.

By figuring out your interests and finding out what career cluster those interests fall in can h down what sort of career you might be interested in perusing. A job can be hard work and r but you will enjoy your job more and get satisfaction from your work if it is something that i

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Exploring Your Career Options

Career Guide Handout

#4: Learning Job Skills

Summers are a great time for you to earn some extra money and gain some job skills that will help put your résumé ahead of the rest when applying for "real" jobs in high school. You can learn time management, dependability, people skills, communication and marketing skills, self-confidence, and money management (in addition to earning money!).

Identifying Potential Summer Jobs for Middle School Students

It is difficult to find a job at such a young age. But, here are some steps to go through to help you identify areas in which you may be able to earn some extra money:

- 1. Think about the jobs performed around your own house each day (or week).
 - Who waters the lawn and patio plants?
 - Who mows the lawn and sweeps the patios?
 - Who washes the car(s)?
 - Who takes care of the kids who are out of school for the summer?
 - Who walks and feeds the dog? Makes dinner for the family?
 - Who sorts the mail or takes out the recycling?

All of these are potential summer job ideas. You could work for relatives neighbors, and friends who are going on vacation or working outside the home while their children are home for the summer. Make any additions to this list here

2. Observe what you see others doing, such as neighbors or family friends. Would they invite a middle school student to help them? Add your observations here

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- **Exploring Your Career Options Career Guide Handout** #6: Researching Careers There are plenty of resources available for you to further research a career on your wn. You can Interview your parents, teachers, or family friends to find out first-hand what their jobs are Attend Career Day at your school Spend a day shadowing your parent or other adult at their job.

 - Visit your local or school library to find books or magazines about different careers.
 - Search the web for online career information

Websites You Can Visit for More Career Information:

https://www.virginiaLMI.com

https://www.bls.gov/k12/

http://www.vaview.org/

https://www.careerkids.com/careers

https://www.knowitall.org/series/kids-work

https://www.sciencebuddies.org/science-engineering-careers

Preparing for the Future

High School—Freshman Year When you start your freshman year of high school, be sure to:

- Meet with your counselor to discuss your college plans and review your class schedule for appropriate classes.
- > Start a calendar with important dates and deadlines.
- Get involved in extracurricular activities
- Start preparing for the PSAT test.



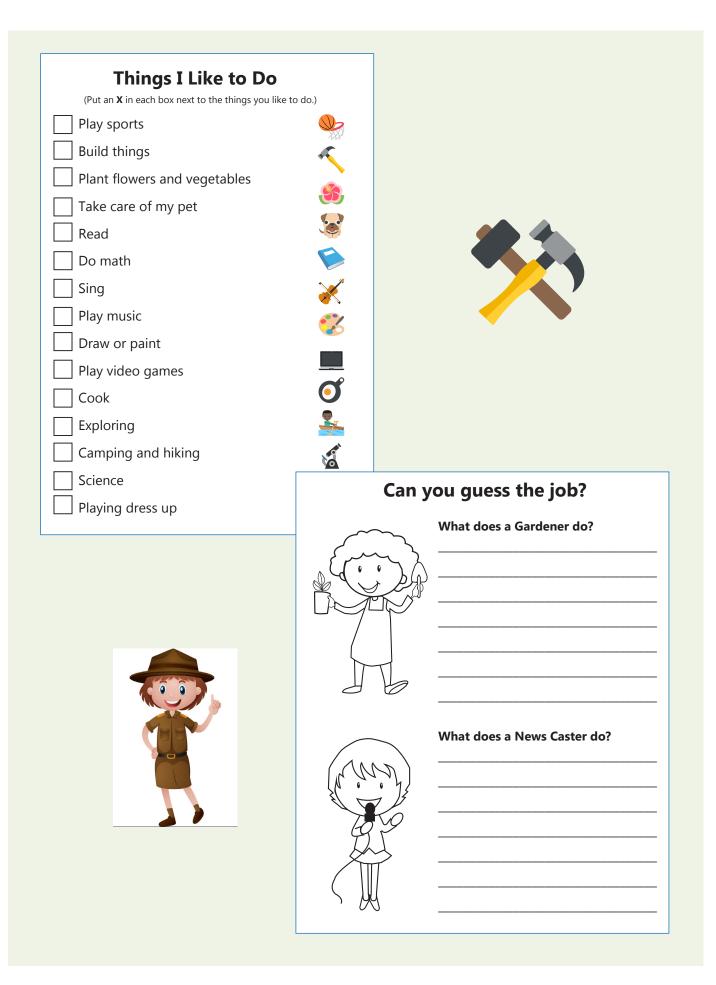


Career Information

WHAT I WANT TO DO WHEN I GROW UP? ELEMENTARY CAREER ACTIVITY BOOKLET



This publication is designed to help young students get a very basic understanding of occupations and careers by correlating their interests with various occupations. Most of these activity sheets are for grades 1 and 2, but a few activity sheets are advanced enough for grade 3. You can print out and use all the worksheets, or just the ones that are best suited to the age and skill level of the students/ child. (Grades 1-3)



Publications

PRESS RELEASES AND REPORTS

The various LMI research papers and reports provide data sets that are outside the Bureau of Labor Statistics core program products. These reports and research papers—developed and written by LMI staff—cover LMI-relevant articles such as the "gig economy" in Virginia and studying the impact of underemployment in Virginia's job market.

A few samples:

- The Virginia Snapshot which gives a quick "snapshot" of Virginia's employment and unemployment rates.
- Virginia BLS Job Openings and Labor Turnover Survey (JOLTS) data provides information on all pieces that go into the overall change in payroll employment in the commonwealth.
- An Understanding of Alternative Measures of Labor Underutilization

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Post Office Box 1358 Richmond

Labor Supply and Demand in Virginia: A Dynamic Approach to Understanding the Labor Force First Quarter 2018 By Paul Daniels Virginia Employment Commission, Division of Economic Information & Analytics

*Note: Unless otherwise noticed, all figures and tables are produced from data provided by the Bureau of Labor Statistics (BLS), Local Area Unemployment Statistics program. Data on the Alternative Measures of Labor Underutilization can be obtained at the following website: <u>http://www.bls.cov/lawistlt.htm</u>. Previous versions of this report can be found under the title "Alternative Measures of Labor Underutilization."

Current Supply and Demand in Virginia

The most recent four quarter average for the alternative measures of labor underutilization ends with the first quarter of 2018. As evidenced in **Table 1**, every measure decreased from the previous average. While U-1 and U-3 had modest decreases of 0.1 percentage point, the decline in other measures was slightly more substantial with U-6 dropping by 0.3 percentage point. Looking at over-the-year changes, all measures are again markedly down with U-6 again having the greatest transformation with a 1.0 percentage point decline from the same point last year.

As U-6 represents the broadest definition of labor underutilization, its continued strong decline is a powerful indicator that the demand for workers is working towards parity with the excess supply left over from the last recession. Remember that U-6 contains not only traditionally unemployed, but those who are not working full-time, but desire and have the ability to. With all measures declining, it is safe to say that the number of job losers, long-term unemployed, and traditionally unemployed are decreasing. One concern is that these individuals are returning to work but at fewer hours than before. However, the large declines in U-6 suggest that this group is, in all likelihood, finding full-time employment once again.

Nationally, Virginia has once again out-performed the country with every measure below the current national average. It is one of 25 states (including Washington DC) to have all measures at or below the national average; one of nine states east of the Mississippi¹; one of four states in the southeast region of the United States²; and has only one neighboring state³ (Tennessee) that meets this designation. As suggested by the traditional unemployment rate, Virginia regionally has one of the best labor utilizing economies, which is impressive for a state so heavily reliant on government funding, particularly in a time when funding remains an uncertain and politically volatile topic.

¹ There are 26 states east of the Mississippi River.
 ² The 12 states used for comparison are in the Southeast region as designated by the Bureau of Economic Analysis;
 Alabama, Arkansas, Florida, Georgia, Kentucky, Louisiana, Mississippi, North Carolina, South Carolina, Tennessee,
 ³ Four states and the District of Columbia neighbor Virginia.

LMI Website & Social Media VIRGINIA LMI WEBSITE

All the publications and reports featured in this guide are available for viewing and download from <u>www.Virginiawworks.com</u>, EIA's labor market-dedicated website.

Along with the publications, the website provides access to multiple databases for: Labor Force Data; Industry Data; Occupational Data; Industry and Occupational Projections; and more.

There is also a section of the website dedicated to providing labor force data, such as Unemployment Rates by LWDAs, Labor Force Participation Rates, and Historical and Forecasted Employment and Wages, for the 15 Local Workforce Development Areas (LWDAs).

As new and/or updated LMI publications become available, announcements of availability are posted on our <u>LMI Facebook</u> page and <u>LMI Twitter</u> account.



