

English 12 Vocational Unit

For this unit, you will be exploring and verifying certain issues involved in career choices. Generally speaking, when I ask, below, that you report results to me, you need to do that in writing; usually, you will have a deadline to meet.

You will have a handout with material that will help in this project, but you could find further information at

<<http://www.nycareerzone.org/graphic/resources/index.jsp?section=13>>.

As we go along, I'll supply other sources of information that you will need, such as how to find out the cost of auto insurance in the geographic area that you are researching.

1. Start by taking an interest inventory at

<<http://www.myfuture.com/toolbox/workquizzes.html>>. Report your findings to me.

2. Once you verify the kind of job that you are interested in, use the **Job Outlook Handbook**, at <<http://www.bls.gov/oco/>>, to make sure of the educational requirements of the job, the probability of openings, the degree of competition for the job, the pay range, and other pertinent information. Report your findings to me.

3. Next, search for jobs in that field. Use a search engine, such as Google, or go to the DCS Guidance Office website at

<<http://docushare.edutech.org/dsweb/View/Collection-2090>> for a friendlier

link. You are searching for actual job openings, in actual firms. Report those findings to me.

4. Once you have found an actual opening for a job, in a particular geographic area, research the costs of living there: rent, food, insurance, clothing, entertainment, transportation, etc. Report that information to me. Remember to calculate whether your prospective pay will cover your costs. You won't be able to afford a job that does not pay your costs of living.

Use < http://www1.accessgroup.org/calculators/out_schlbud.htm> to help calculate your projected income and expenses. Turn that print out in to me. (If you don't have time to complete the data entry at that web site, you could print the list out and fill it in by hand.)

5. You will be writing application (cover) letters and resumes, and you will be taking mock job interviews (time permitting).