INVEST IN YOURSELF

ADVANCED LEVEL
What is a job?

- **Job** – an activity through which an individual can earn money
- Most people have several jobs during their lifetime

Have you had a job?

What jobs have your family members had?
How do you become qualified for jobs?

Invest in yourself

- Human capital
- Transferable skills
What is human capital?

**Human capital** - the skills, knowledge, and experiences possessed by an individual

How can a person invest in their human capital?
What are transferable skills?

Transferable skills - versatile skills that are applied to personal and professional roles

- Creativity
- Organization
- Cooperation
- Listening
Categories of Transferable Skills

**Interpersonal**
- People or soft skills

**Analytical**
- Analyze problems and find solutions

**Technical**
- Specific, hands-on skills
  - Computer proficiency

**Organization**
- Sort data, plan, arrange projects, keep records
  - Time management

Explanation:
- What is a transferable skill you possess in each category?
Developing Transferable Skills Round Robin

1. As a group identify and record one action to develop the transferable skill listed on the card
2. When finished, pass the card to the next group
3. Don’t repeat an action that was listed by another group
4. Continue until all cards are complete
<table>
<thead>
<tr>
<th>Creativity</th>
<th>• Take a class, participate in an organization, volunteer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Organization</td>
<td>• Have a part-time job, participate in a sport, use an electronic time saving tool such as Evernote</td>
</tr>
<tr>
<td>Clear communication &amp; teamwork</td>
<td>• Participate in a group project, student organization, take a class, attend a leadership training</td>
</tr>
<tr>
<td>Critical thinking/problem solving</td>
<td>• Enroll in challenging classes, engage in meaningful discussion, enhance reading and writing skills</td>
</tr>
<tr>
<td>Technology</td>
<td>• Take a class, participate in collaborative online environments, use technology for learning</td>
</tr>
</tbody>
</table>
Investing in your human capital and transferable skills

Develops

A career

Career - lifetime journey of building and applying skills, knowledge, and experiences in paid employment positions
Why develop your career?

- Enhance well-being

High well-being comes from feeling good about one’s life

Careers may contribute to high well-being

- Feelings of success
- Results in meaningful work
- Enjoyable
Why develop your career?

Potential to earn more money

Level of goods and services you currently have

Lifestyle

Level of goods and services you desire

Standard of living
How do you invest in yourself?

- Continuing education
  - Informal training: Learning that occurs in daily life
    - Networking
    - Reading
  - Formal training: Learn a specific set of skills usually from
    - Post-secondary education
    - Workshops

What type of informal and formal training are you currently participating in?
Training often results in...

- Greater job security
- Increased employability
- Increase earnings throughout a career
- Making connections with people
- Adding/enhancing skills
- Increased knowledge
Post-secondary education

Prerequisite = high school diploma or passing of GED test

- **Formal training with no degree**
  - Become a specialist in an area (certificate or non-certificate)

- **Some college, no degree**
  - Official degree requirements are not completed

- **Associate**
  - Two-year degree although time varies

- **Bachelor’s**
  - Four-year degree although time varies
Prerequisite = Bachelor’s degree

- **Master’s**
  - Average of two or more years of study

- **Doctorate**
  - Completion time varies but is an average of four or five years
  - Having a Master’s degree is a common requirement

- **Professional**
  - Special type of advanced degree required by some occupations
  - Time to complete varies
Where can post-secondary education occur?

- Community colleges
- Technical/vocational schools
- Colleges
- Universities
- Private institutions
- Academies
Education pays...

- **Income**
- **Earning Ability**
- **Unemployment**

- **Education**
### Earnings and unemployment rates by educational attainment

**Unemployment rate in 2012 (%)**

- **Doctoral degree**: 2.5%
- **Professional degree**: 2.1%
- **Master's degree**: 3.5%
- **Bachelor's degree**: 6.2%
- **Associate's degree**: 7.7%
- **Some college, no degree**: 8.3%
- **High school diploma**: 12.4%

**Median weekly earnings in 2012 ($)**

- **Doctoral degree**: $1,624
- **Professional degree**: $1,735
- **Master's degree**: $1,300
- **Bachelor's degree**: $1,066
- **Associate's degree**: $785
- **Some college, no degree**: $727
- **High school diploma**: $652
- **Less than a high school diploma**: $471

**All workers: 6.8%**

**All workers: $815**

Education Tower

Goal

• Build the tallest free-standing tower using only the supplies provided

Challenge

• Each group has a different education level with certain skills and limitations
### Education Tower

<table>
<thead>
<tr>
<th>Level</th>
<th>Restrictions and Communication Method</th>
</tr>
</thead>
<tbody>
<tr>
<td>High School Dropout</td>
<td>Can use one hand only, the other must be kept behind their back and all communication must be done nonverbally</td>
</tr>
<tr>
<td>High School Graduate</td>
<td>Can use one hand only and the other must be kept behind their back</td>
</tr>
<tr>
<td>Associate degree</td>
<td>Have full use of their hands but all communication must be done nonverbally</td>
</tr>
<tr>
<td>Bachelor’s degree</td>
<td>Have full use of their hands but the team must designate one person only who can talk; others must communicate nonverbally</td>
</tr>
<tr>
<td>Doctorate degree</td>
<td>Have no limitations</td>
</tr>
</tbody>
</table>
Education Tower Discussion

Which group had to work the hardest to build the tower? Why?

Why were some groups more successful than others?

How did the education level relate to the degree of the assigned limitations?

How does this activity relate and not relate to real life?

How might a person get the “skills” needed for the opportunity to add to their occupational level and earn a higher income?
Occupation and Industry

**Occupation** –
Grouping of jobs that perform similar tasks

**Industry** –
Group of establishments that produce similar products or provide similar services
Jenny’s Occupation
Accountant

Industry
Manufacturing

Current Job:
Accountant for an electronics company

Industry
Leisure and Hospitality

Potential Job:
Hotel accountant
**Occupation**: Elementary school teacher  
**Industry**: Education and Health Services  
**Current Job**: Teaching second grade

**Formal training**: Receives a Master’s degree in education

**Occupation**: Elementary, Middle, and High School Principals  
**Industry**: Education and Health Services  
**Potential Job**: Elementary school principal
Help determine what continuing education to pursue

Occupations

Jobs

Industries
Career Clusters

**Career cluster** - a grouping of occupations and industries based on the knowledge and skills required

Helps students prepare for employment
Your present self impacts your future self

Invest in human capital today

Future job opportunities that create well-being

How are you currently investing in your human capital?
Read Anthony’s story
Underline actions Anthony took that contributed to his human capital.

- Worked for his dad’s construction company
- Played basketball
- Volunteered at the Boys and Girls Club
- Went to college
- Gave campus tours to incoming freshmen
- Obtained a Bachelor’s degree in business
- Worked for a construction company specializing in commercial building
- Worked as a sales representative
Circle the transferable skills Anthony has gained.

<table>
<thead>
<tr>
<th>Skill</th>
<th>Activity</th>
</tr>
</thead>
<tbody>
<tr>
<td>Discipline</td>
<td>Working for his dad’s construction company</td>
</tr>
<tr>
<td>Patience</td>
<td>Working for his dad’s construction company</td>
</tr>
<tr>
<td>Presenting</td>
<td>Giving campus tours to incoming freshmen</td>
</tr>
<tr>
<td>Communication</td>
<td>Attending college</td>
</tr>
<tr>
<td>Construction</td>
<td>Working for construction companies</td>
</tr>
<tr>
<td>Teamwork</td>
<td>Playing basketball</td>
</tr>
</tbody>
</table>
### Continuing Education

<table>
<thead>
<tr>
<th>What informal training has Anthony received?</th>
<th>What formal training has Anthony received?</th>
</tr>
</thead>
<tbody>
<tr>
<td>• Working for and observing his dad’s construction company</td>
<td>• Bachelor’s degree in business</td>
</tr>
<tr>
<td>• Volunteering at the Boys and Girls Club</td>
<td>• Training for commercial building</td>
</tr>
<tr>
<td>• Advisory relationship with college advisor</td>
<td></td>
</tr>
<tr>
<td>• Gave campus tours to incoming freshmen</td>
<td></td>
</tr>
</tbody>
</table>

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Discussion

How did investing in his human capital help Anthony when the construction business went through a down time?

If Anthony had stayed in the construction business and not completed his degree in Business, what options would he have if he was laid off from his job?

What is one way Anthony can continue his education via formal training?