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## Sample Careers

1. Pest Controller
2. Farm Equipment Mechanic
3. Veterinarian (pictured below)
4. Grounds Keeper
5. 

Can you think of another?

In these careers you can help use the gifts Mother Nature gave us. You can work with plants, trees and animals, on farms, in veterinary offices, forests or even out at sea. You can catch fish, grow food and much more!


## SELF-KNOWLEDGE

1. Things that interest me at home:
2. Things that interest me at school:
3. Things that I am good at doing:
4. Subjects I have to work hard at:
5. Subjects that are easy for me:
6. I like to solve number problems
(circle one)
yes no
7. I like to write about my ideas
yes
no
8. I am very organized
yes
no
9. What careers might use some of these interests and abilities?


## Sample Careers

1. Radio Announcer
2. Photographer (pictured below)
3. Jeweler
4. Writer
5. 

Can you think of another?

In these jobs you can work with computers, cameras, musical instruments and more, in places like TV studios and radio stations. You can be an illustrator, writer, musician, radio announcer, reporter or film editor.


4

## YOUR FUTURE

Think about what kind of home and family life you want in the future as an adult.

Where will you live? The city? The countryside? The suburbs? Will you have any pets? What kind? Will you have children?

Write a story about how you see yourself in the future, perhaps 15 years from now. Talk about the things that will have changed. What will your life be like?

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Sample Careers

1. Mail Clerk
2. Receptionist
3. Chief Executive Officers (pictured below)
4. Human Resources Administrator
5. 

Can you think of another?

In these jobs you can work with math, grammar, money, people and computers to help run businesses smoothly. You may work in banks, insurance offices or just about ANY business you can think of. You can be a bookkeeper or manager, for example.


# MY FIRST RÉSUMÉ 



Abilities and Talents: (List positive character traits and things you are good at. For example: good listener, reliable, computer skills, good in math, great speller)


Achievements and Awards: (List awards you have received and when. For example: Honor Roll for 4th Grade, Perfect Attendance 2nd Grade, Scouting Award 2004, Citizenship Award.)


Work Experience: (List jobs you had or currently have. For example: dog walker, babysitter, plant waterer, salesperson at school store. These do not have to be jobs you receive pay for.)
$\qquad$
Education:


References: (List people who will say good things about you.)
$\qquad$

## Sample Careers



1. Roofer
2. Electrician (pictured below)
3. Plumber
4. Architect
5. 

Can you think of another?

In these careers you can design and build things. You can work with many different tools to design and build houses, buildings, highways and bridges. You can be an engineer, electrician, carpenter or drafter.


## IN THE DOGHOUSE

What you learn today will help you tomorrow!

Reading and math are important skills to have. Architects and construction workers need to be able to plan, read and follow directions. They also need to know how to estimate how much material they will need and how much it will cost.


Materials Needed
2 sheets plywood
Unit Price
Total Cost
$\$ 9.95$ each
1 box roofing shingles
\$12.45
1 box roofing nails
\$1.89
1 box small nails \$1.49
28 foot boards
$\qquad$
$\$ 0.89$ each
TOTAL

1. What is the total cost of materials to build the doghouse?
2. Rounding to the nearest 50 cents, what is the estimated cost of materials to build the doghouse?
3. What school subjects would help you build a doghouse? Why?
4. If there was a $15 \%$ increase in prices, how much would each material cost? What would the new total be?



## Sample Careers

1. School Teacher (pictured below)
2. School Principal
3. Coach
4. Librarian
5. 

Can you think of another?

In these jobs, you can help people learn and get new skills. You may work in libraries, or school classrooms, for example. You can be a teacher, counselor, librarian or a coach.


## CAREER-TOOL MATCH

1. Draw a line connecting the name of a career with a tool that person might use.

## CAREER

Accountant

Nurse

Firefighter

Chef

Electrician

Astronomer
$\underline{\text { TOOL }}$

Measuring Cup

Axe

Chart and Graph

Telescope

Insulated Gloves

Stethoscope

2. What tools might be used in these careers?
Draw a picture of the tools.

| REPORTER | CARPENTER |
| :--- | :--- |
|  |  |
| ELEMENTARY SCHOOL TEACHER | DOCTOR |
|  |  |

## Sample Careers



1. Credit Analyst
2. Accountant (pictured below)
3. Bank Teller
4. Insurance Adjuster
5. 

Can you think of another?

You can work with money in these jobs. You would use lots of math to help people and businesses keep track of the money they make, save and spend. You may work, for example, in banks, tax offices or most any business.


## SECRET MESSAGE

Write the answer to each word puzzle in the spaces below. When all the blanks have been filled in, use the circled letters to complete the secret message at the bottom of the page.

1. Occupations are sometimes called this.


2. After high school you can go here to learn more in school.

3. This career cluster has teachers and librarians in it.

4. Workers who do not get paid are called this.

5. You need this to make good decisions.

6. When you pick one thing instead of something else.

7. Computers, cell phones and the Internet are examples of modern

Computers, cell phones and the
8. This career cluster has bookkeepers and tax collectors in it.


Use this list to find the correct words to fit in the blanks.

| TRANSPORTATION | COLLEGE | FINANCE |
| :--- | :--- | :--- |
| EDUCATION | VOLUNTEERS | CHOICE |
| TECHNOLOGY | TRAINING | SCIENCE |
| MANUFACTURING | CAREERS | INFORMATION |

## MESSAGE DECODED

$\qquad$ the
_ - _ _ _ _ to receive free information about careers and colleges.

$$
1-800-822-\text { PLAN }
$$

## Sample Careers



1. Nurse
2. Pharmacist
3. Surgeon
4. Dentist (pictured below)
5. 

Can you think of another?

In these jobs, you can help people stay healthy and take care of people who are sick. You might work in hospitals, laboratories, pharmacies, dentist offices or schools. You can be a psychiatrist, dentist, brain surgeon or nurse, for example.


## CHOOSE AN OCCUPATION

1. Choose an occupation and write it down here:
2. What kind of skills do you think a person would need for this occupation?
3. What kind of tools do you think this person would use?
4. What do you think a typical day on the job might be like for this person?
5. How is their day on the job similar to your day at school?
6. What kind of education do you think a person would need for this occupation?


## Sample Careers

1. Hotel Manager
2. Chef / Baker (pictured below)
3. Amusement Park Operator
4. Recreation Worker
5. Can you think of another?

In these jobs, you can help people have a safe and good time when they travel or visit new places. You might work for restaurants, hotels, amusement parks or sports teams. You could be a baker, flight attendant, travel agent or hotel manager.


## UNSCRAMBLE

Unscramble the list of people's names to find out their profession. The first one is done for you.
Anna C. Coutt
Tim Niser
Roy Tenat
Art Rein
Chet Incani
Leon Roucs
Nat Joir
Sami C. Thin
Regie Nen
Lela A. Prag
Vic E. Teedt
Bee W. Smart
accountant
$\qquad$
$\qquad$
$\qquad$
$\qquad$
$\qquad$
$\qquad$
$\qquad$
Words To Choose From:

| Minister | Engineer | Janitor | Trainer |
| :--- | :--- | :--- | :--- |
| Teacher | Detective | Webmaster | Machinist |
| Technician | Counselor | Paralegal | Attorney |



## Sample Careers

1. Funeral Director
2. Child Care Worker
3. Social Worker (pictured)
4. Residential Counselor
5. 

Can you think of another?

In these jobs you can help families and communities. You would help people with childcare, family counseling or investigations, in funeral homes, preschools or counseling offices. You can be a minister, counselor or nursing aide, for example.


## DEFINITIONS

Occupation: the name for a unique set of tasks, skills and abilities that a worker performs. Many workers can be in the same occupation.

Job: the set of tasks done for a specific employer
Industry: a business or group of businesses making similar types of goods or services

Employer: the person or company who pays a worker for doing a job

1. What occupations do your family members have?
2. What are some employers in your community?
$\qquad$
$\qquad$
$\qquad$
$\qquad$
$\qquad$
3. What kind of jobs can be done in a hospital?
$\qquad$
$\qquad$
$\qquad$
$\qquad$
$\qquad$


## Sample Careers

1. Help Desk Technician
2. Webmaster
3. Cable TV Installer
4. Computer Programmer (pictured)
5. 

Can you think of another?

These jobs are usually very technical. You would work with computers and lots of information, in almost any business where computers are used. You may help create computer programs and hardware. You could be a webmaster or programmer, for example.


## WORK ENVIRONMENT

Think about the environment you may want to work in. On each line, circle the environment you like better.

## A

Work indoors
Work with people
Travel
Work with hands
Work by myself
Work during the day
Work in busy places
Wear a uniform
Make things
Communicate with words
Work 12 months a year
Work the same schedule each day
Give directions to others
Work with humans
Work under pressure

## B

Work outdoors
Work with information
Work in office
Work with mind
Work in groups
Work at night
Work in quiet places
Wear casual clothing
Sell things
Use math skills
Work seasonally
Work a flexible schedule
Take directions from others
Work with animals
Work without deadlines

Can you think of any career or careers that have most of your favored environments?



Sample Careers

1. Lawyer
2. Security Officer
3. Firefighter (pictured)
4. Police Officer
5. 

Can you think of another?

These jobs help protect the people living in the community. You may work in law offices, police stations, fire stations or jails. You could be a sheriff, judge, emergency medical technician or warden.


## MAZE




1. Ship Captain
2. Automotive Mechanic
3. School Bus Driver
4. Airplane Pilot (pictured)
5. 

Can you think of another?

These jobs move people, material and goods safely from one place to another. You can work with cars, busses, trucks, trains, boats and airplanes, on roads, in the air, or on the ocean. You might be a taxi driver, engineer or air traffic controller.


## MULTIPLE ROLES

Every person plays more than one role in life. Can you identify some of your roles?
I am the child of $\qquad$ .

I am a student at $\qquad$ .

I live in the community of $\qquad$ .

I am a member of $\qquad$ .

I am a player of $\qquad$ .

I am an owner of $\qquad$ .

I am a relative of $\qquad$ .

How about the roles other people play in your life?
$\qquad$ is a teacher at my school.
$\qquad$ is a person in my neighborhood.
$\qquad$ is a member of my family.
$\qquad$ is a member of my team.
$\qquad$ is a member of my class.


Sample Careers

1. Chemical Equipment Operator
2. Machinist
3. Welder (pictured)
4. Electronic Assembler
5. 

Can you think of another?

These jobs make things people buy, like cars, phones, computers or furniture. You might work with big machines, precision tools and computers. You can be many types of engineer, machine operator or electrician, for example.


## ASSEMBLY LINE

Assembly lines are where factories make products and each person is responsible for making a different part of it or putting pieces together. At the end, someone inspects it for accuracy.

What would it be like to work on an assembly line making 20 greeting cards?
Get in a group with 8 people. Each person will be in charge of one task.


## PROCEDURE

1. Fold construction paper in half.
2. Color 4 daisy flowers yellow.
3. Color 4 stems green
4. Cut out flowers and stems.
5. Glue flowers on inside of card.
6. Write 'Have A Great Day!' inside card.
7. Write on back of card 'Made in USA'.
8. Inspect card for accuracy. Ones with errors go back to be corrected.

What are the pros and cons of working on an assembly line?

What things around you do you think were made on an assembly line?


## Sample Careers

1. Highway Maintenance Worker
2. Postal Mail Carrier (pictured)
3. Water Treatment Operator
4. City Manager
5. 

Can you think of another?

In these jobs, you can work in our local, state and federal government. You can help people get government services such as driver's licenses and building permits. You might enforce regulations to keep roads and bridges safe and keep air and water clean. You would work with the public, in offices or possibly outdoors. You could be an elected official like the President or mayor, or be a tax collector, highway maintenance worker or mail carrier.


## MATCH JOBS TO PICTURES

Draw a line connecting the job title to the graphic of someone doing the job.


Dancer
Dentist
Teacher
Firefighter Baker
Photographer
Professional Athlete


## Sample Careers

1. Biological Scientist
2. Chemical Engineer
3. Drafter
4. Robotics Technician (pictured)
5. 

Can you think of another?

These jobs are usually very technical and employ people who are good at problem solving and measuring things. You may do lots of research, working in laboratories or in offices. You can be an engineer, archeologist, astronomer or meteorologist.


## WORK HABITS

Good work habits are important in any job you have. Right now your job is going to school. Look at your work habits at school and at home and see where you could work to improve these habits for the future.

## SCHOOL WORK HABITS

arrive at school on time
listen to directions
hand in homework on time
work with students as a team
check my work
work neatly
use time wisely
keep desk neat and clean
try to improve grades
follow rules

## HOME WORK HABITS

wake up on time listen to directions
do chores when I am supposed to play well with brothers/sisters check chores are done completely put my stuff away use time wisely keep room neat and clean help without being asked follow rules

NEVER
ALWAYS

| 0 | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| :--- | :--- | :--- | :--- | :--- | :--- | :--- | :--- | :--- | :--- | :--- |
| 0 | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| 0 | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| 0 | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| 0 | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| 0 | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| 0 | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| 0 | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| 0 | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| 0 | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |

NEVER
ALWAYS
$\begin{array}{lllllllllll}0 & 1 & 2 & 3 & 4 & 5 & 6 & 7 & 8 & 9 & 10\end{array}$
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Two habits I will try to improve on are:

1. $\qquad$
2. $\qquad$
$\qquad$

## Sample Careers

1. Purchasing Manager
2. Cashier
3. Real Estate Agent (pictured)
4. Hairdresser
5. 

Can you think of another?

In these jobs you sell products or services. You might work in an office or travel as you sell your company's products. You might do research and figure out what people want to buy and how much they would be willing to pay for it. You could be a sales executive, store manager, advertising manager or customer service representative.


## INTERVIEW

Interview a person who works in a career in which you are interested. Some questions you might want to ask are:

1. Where do you work?
2. What is your job title?
3. What is your favorite part of your job?
4. What is your least favorite part of your job?
5. Have you ever made a mistake in your job?
6. What is the easiest part of your job?
7. What is the hardest part of your job?
8. Do you use any special tools at your job?
9. Did you need special training for your job?
10. How did you figure out what career you wanted?
11. What was your favorite subject in school?
12. What school subject helps you the most in your job?
13. What career did you think about when you were young?
14. What do you like to do in your free time?
15. How did you choose your career?

## WORD SEARCH

Find the hidden words listed. Remember, the words can run up, down, backward, forward, or diagonally.

## WORD LIST

| Career | Labor Market |
| :--- | :--- |
| Occupation | Employment |
| Job | Salary |
| Tools | Profession |
| Uniform | Work |
| Industry | Skill |
| Employer | Interests |
| Wage | Explore |
| Information | Business |
| Training | Goal |



## WORD SEARCH



## TRUE / FALSE QUIZ

Write why the statement is true or false.

## TRUE FALSE

$\square \quad \square \quad$ 1. I need to know exactly what I want to be when I grow up.
$\square \quad \square \quad$ 2. Once I decide on a career I have to stay in that career forever.
$\square \quad \square \quad$ 3. My job right now is being a student in school.
$\square$ 4. Lots of good work habits begin when I am a student.
$\square$ 5. It is not that important for me to find a job I like to do.
$\square \quad \square \quad 6 . \quad$ We only learn things in school.
7. Working in a group is easy because everyone always agrees with each other.
8. People get hired for jobs just because they want them.
$\square$
9. I need information to make good choices.
10. Positive thinking helps you take action; negative thinking causes you to stop.
$\square \quad \square \quad$ 11. I can learn from my mistakes.
$\square$ 12. It is important to have a plan of action when I decide on a career.

## PICTURE THIS

Take a moment to picture in your mind a job you might want to do as an adult, and write about it. What might you be wearing to work? What does the place you work in look like? What do you do every day while you are at work? Write as much as you like.
$\qquad$
$\qquad$
$\qquad$
$\qquad$
$\qquad$
$\qquad$
$\qquad$
$\qquad$
Now draw a picture of what you will look like doing the job you described above. Show it to your teacher, family and friends!

## ANSWERS

## in the DOGHOUSE page 9

Materials Needed

## Materials

2 sheets plywood
1 box roofing shingles
1 box roofing nails
1 box small nails
28 foot boards

## Cost

$\$ 9.95$ each
\$12.45
\$1.89
\$1.49
$\$ .89$ each
TOTAL

Total Cost

| $\$ 19.90$ |
| ---: |
| $\$ 12.45$ |
| $\$ 1.89$ |
| $\$ 1.49$ |
| $\$ 1.78$ |
| $\$ 37.51$ |

1. 
2. 
3. $\$ 43.14$

## MATCHING page 11



## ANSWERS continued

## SECRET MESSAGE page 13

1. CAREERS
2. COLLEGE
3. EDUCATION \& TRAINING
4. VOLUNTEERS
5. INFORMATION
6. CHOICE
7. TECHNOLOGY
8. FINANCE
$\underline{C} \underline{A} \underline{L} \underline{L}$ the $\underline{C} \underline{A} \underline{R} \underline{E} \underline{R} \quad \underline{N} \underline{F} \underline{O} \underline{R} \underline{M} \underline{I} \underline{1} \underline{O} \underline{N}$ $\underline{H} \underline{O} \underline{L} \underline{L} \underline{I} \underline{E}$ to receive information about careers and colleges. 1-800-822-PLAN

Anna C. Coutt
Tim Niser
Roy Tenat
Art Rein
Chet Incani
Leon Roucs
Nat Joir
Sami C. Thin
Regie Nen
Lela A. Prag
Vic E. Teedt
Bee W. Smart

| Accountant |
| :---: |
| Minister |
| Attorney |
| Trainer |
| Technician |
| Counselor |
| Janitor |
| Machinist |
| Engineer |
| Paralegal |
| Detective |
| Webmaster |

## ANSWERS continued

## MATCH JOBS TO PICTURES page 29



## ANSWERS continued



## TRUE / FALSE QUIZ page 36



1. I need to know exactly what I want to be when I grow up.
2. Once I decide on a career I have to stay in that career forever.
3. My job right now is being a student in school.
4. Lots of good work habits begin when I am a student.
5. It is not that important for me to find a job I like to do.
6. We only learn things in school.
7. Working in a group is easy because everyone always agrees with each other.
8. People get hired for jobs just because they want them.
9. I need information to make good choices.
10. Positive thinking helps you take action, negative thinking causes you to stop.
11. I can learn from my mistakes.
12. It is important to have a plan of action when I decide on a career.

## Appendix for Parents and Teachers

Awareness is the first process for students to begin exploring career possibilities. By introducing elementary school students to the 16 career clusters they will learn more about in high school, this activity book tries to help students develop self-knowledge, explore education and occupations, and learn to plan for careers.

Career Technical Education Career Clusters are groupings of jobs that share common characteristics. By looking at clusters of jobs, students may find a variety of careers with similar characteristics that may interest them. The Career Clusters shown in this activity book were developed by the US Department of Education for a national initiative called the National Career Cluster Framework.

The activities in this book were prepared with the Texas Essential Knowledge and Skills (TEKS) guidelines in mind to help elementary school students achieve the following goals.

- Kindergarten through Grade 2: Standard career awareness and readiness
- Grades 3 through 5: Connect grade-level appropriate concepts within the fields of mathematics, sciences, fine arts, music, and theater to career opportunities


