

# education



## OCCUPATIONAL TITLES

- Adult Ed. Teacher
- Alumni Relations Coordinator
- Athletic Coach
- Athletic Director
- Child Life Specialist
- Curriculum Specialist
- Day Care Administrator
- Education & Training Administration
- Education Management Specialist
- Educational Therapist\*
- Education Researcher
- Elementary School Teacher
- Educational Admin.
- Financial Aid Counselor
- Employee Training Instructor
- Guidance Counselor
- Grant Writer
- Instructor, College/University
- Historic Site Administrator
- Librarian\*
- Kindergarten Teacher
- Media Center Specialist\*
- Library Consultant \*
- Missionary Worker
- Middle School Teacher
- Preschool Administrator
- Physical Education Instructor
- Religious Instructor
- Education Coordinator
- Registrar/Admissions Director
- Resource Teacher
- Secondary School Teacher
- School Psychologist\*
- Special Education Administrator
- Student Personnel Administrator\*
- Speech Pathologist\*
- Student Admissions Administrator
- Student Affairs Administrator\*
- Special Education Teacher
- Teacher, Adventure & Outdoor Education
- Training Specialist
- Teacher, Industrial Arts
- Vocational Rehabilitation Counselor\*
- Tutor

*\*May require additional education and/or training.*

## EMPLOYMENT SETTINGS

- Schools, public and private
- Business and industry
- Camps
- Churches
- Colleges and universities
- Community centers
- Educational publishers
- Hospitals
- Libraries
- Non-profit agencies
- State and federal government

## TYPICAL WORK ACTIVITIES

- Planning courses
- Instructing students
- Interacting with faculty, parents, and students
- Performing administrative duties
- Advising students
- Evaluate student performance
- Keeping current with emerging trends and technology
- Supervising student activities

## SKILLS & ABILITIES

- Instructing
- Advising
- Coordinating
- Supervising
- Directing
- Explaining
- Answering Questions
- Writing
- Preparing Reports
- Analyzing
- Interpreting
- Evaluating
- Planning
- Making Decisions
- Developing Ideas
- Quick Thinking
- Communicating
- Inspiring
- Motivating
- Understanding
- Organizing
- Work values such as dependability, patience and creativity

## INTERNET SITES AND PROFESSIONAL ASSOCIATIONS

- Indiana Professional Standards Board: [www.state.in.us/psb](http://www.state.in.us/psb)
- American Federation of Teachers: [www.aft.org](http://www.aft.org)
- National Education Association: [www.nea.org](http://www.nea.org)
- Area School Corporations: [www.iusb.edu/-edud/schools.html](http://www.iusb.edu/-edud/schools.html)
- IU Bloomington School of Education: <http://education.indiana.edu>
- Indiana Department of Education: <http://ideanet.doe.state.in.us>
- Office of Elementary and Secondary Education: [www.ed.gov/offices/OESE](http://www.ed.gov/offices/OESE)
- Teachers At Work: [www.teachersatwork.com](http://www.teachersatwork.com)
- Teaching Jobs: [www.teachingjobs.com](http://www.teachingjobs.com)
- Teaching Jobs.org: [www.teaching-jobs.org](http://www.teaching-jobs.org)
- Search for Public Schools: <http://nces.ed.gov/ccd/schoolsearch>
- K-12 Jobs: <http://k12jobs.com/Home>
- ESL Employment: [www.eslemployment.com](http://www.eslemployment.com)
- US Teach.com: [www.usteach.com](http://www.usteach.com)
- South Bend School Corp:

## Career Planning & Placement

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