



# COLUMBUS AREA JOB INFORMATION

Linking Careers with Education



# Acknowledgements

Funding for the Community Job Information Booklet project was provided through a grant from the Indiana Human Resources Investment Council and matching funds from the Community Education Coalition located in Columbus, Indiana.

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- Bartholomew Consolidated School Corporation
- City of Columbus
- Columbus Area Chamber of Commerce
- Columbus Economic Development
- Flatrock-Hawcreek School Corporation
- Heritage Fund of Bartholomew County
- Indiana University-Purdue University Columbus
- Ivy Tech State College-Columbus
- Purdue School of Technology
- Region 10 Workforce Investment Board

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- C4 (Columbus Area Career Connection)
- Human Resource Investment Council
- Indiana Department of Education
- Indiana Department of Workforce Development web-site
- Indiana University-Purdue University Columbus
- Ivy Tech State College - Columbus
- Local employers
- McDowell Adult Education Center
- Purdue University School of Technology
- Work One
- [www.doe.state.in.us](http://www.doe.state.in.us)
- [www.icpac.indiana.edu](http://www.icpac.indiana.edu)

It is also acknowledged that this project is a continuation of previous efforts at providing career information for students, counselors, and the public at large in the local region.



# Contact Information

**C4**

2650 Home Avenue • Columbus, IN 47201  
Office Phone: 812/376-4240  
[www.c4.k12.in.us](http://www.c4.k12.in.us)

## College & Career Exploration Center

One Noblitt Plaza  
P.O. Box 3000 • Columbus, IN 47202-3000  
Office Phone: 812/379-3175  
[www.columbusctl.com](http://www.columbusctl.com)

## Community Education Coalition

One Noblitt Plaza  
P.O. Box 3000 • Columbus, IN 47202-3000  
Office Phone: 812/379-3223  
[www.educationcoalition.com](http://www.educationcoalition.com)

## Indiana University -

### Purdue University Columbus

4601 Central Avenue • Columbus, IN 47203  
Office Phone: 812/348-7311  
[www.columbus.iupui.edu](http://www.columbus.iupui.edu)

## Ivy Tech State College

4475 Central Avenue • Columbus, IN 47203  
Office of Student Affairs: 812/372-9925, ext. 142  
[www.ivytech.edu/columbus](http://www.ivytech.edu/columbus)

## McDowell Adult Education Center

2700 McKinley Avenue • Columbus, IN 47201  
Office Phone: 812/376-4451  
[www.bcsc.k12.in.us/schools/McDowell](http://www.bcsc.k12.in.us/schools/McDowell)

## Purdue University School of Technology at Columbus/Southeast Indiana

4601 Central Avenue • Columbus, IN 47203-1769  
Student Services Phone: 812/348-7254 or 812/662-8686  
[www.columbus.tech.purdue.edu](http://www.columbus.tech.purdue.edu)

## Work One Center

2320 Midway • Columbus, IN 47201  
Employment Service Phone: 812/376-3551  
[www.in.gov/dwd](http://www.in.gov/dwd)

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# Project Background

The late Governor Frank O'Bannon in the fall of 2002 awarded funds to the Indiana Human Resource Investment Council to invest in Indiana's workforce development system. The majority of the funds were made available to support local workforce development partnerships that are prepared to design economic development strategies and tools that address workforce issues facing local communities and employees.

A highly competitive award process was established to evaluate proposals. They were to:

- Make use of highly leveraged partnerships.
- Be supported by the local Workforce Investment Board, Economic Development Board, Chamber of Commerce, and local elected officials.
- Further develop information, materials, and tools targeted to students and other first time workers as they prepare to enter the workforce.

The Community Education Coalition (CEC) located in Columbus, Indiana submitted a proposal and was selected as one of seventeen cities in Indiana to be awarded a Human Resource Investment Council Grant. CEC provided matching funds for the project as required by the grant proposal.

One of three local projects developed with assistance from the Grant funding is the Community Job Information project.

The goals of the project are:

- 1) To identify the makeup of career clusters within Bartholomew County and surrounding counties that represent current and anticipated future jobs in demand.
- 2) Organize job information so that students and other job seekers can make informed career choices.
- 3) Raise the awareness of employment and educational opportunities within the local region.
- 4) Identify and distribute the Community Job Information booklet to approximately 300 secondary and post-secondary counselors in the surrounding six county area.

## Benefits

### For school and workforce development counselors:

- to organize information to assist students and adults in making college and career choices
- to organize information to use with other college and career tools (interest inventories, skill assessments, job search tools, goal setting, action planning)

### For students and adults looking for college and/or career direction:

- to make informed career and college decisions
- to assist them in the development of their education and career plan and educational opportunities
- to increase awareness of the local job market

### For educational institutions:

- to increase awareness of labor market place trends and skills needed in the workplace
- to assist in the development of future curriculum needs

### For employers:

- so that more prospective employees meet skill requirements for jobs
- so that a common language can be used to discuss skill requirements and needs

### For the community:

- to increase understanding of employment and educational opportunities locally
- to understand skills and educational requirements for jobs
- to develop the local workforce development system
- to understand career clusters available in the area

# Agriculture & Natural Resources

## Career Cluster Description:

Indiana occupations in agriculture and natural resources range from farm workers and fish and game wardens to retail salespeople and food processing workers.

Many job openings are expected in the area of agriculture services and supplies, with even greater opportunities in swine and feeds management. Opportunities are also expected in the food processing and timber harvesting industries.

In agriculture and natural resources, one third of the industry's full-time employers work 50 hours or more per week. Many jobs are outdoors, both in rural and suburban settings.

## Employment Outlook:

Wage and salary jobs in agriculture services are projected to increase through the year 2005 faster than average. Employment is expected to grow in response to the rapidly increasing demands for various agricultural services by commercial and industrial developers, homeowners using lawn maintenance and landscaping services, and the tendency of farm owners to contract out services that in the past they performed themselves.

## Area Education Opportunities:

- **McDowell Adult Education Center**  
2700 McKinley Avenue - Columbus, IN 47201  
Phone: 812/376-4451  
[www.bcsc.k12.in.us/schools/McDowell](http://www.bcsc.k12.in.us/schools/McDowell)  
**Programs:**  
General Educational Development (GED)  
English as a Second Language  
Adult Basic Education  
Computer Training  
Adult Secondary Credit Completion  
Connecting with Adult Learner Literacy (reading and math tutors)
- **C<sup>4</sup>**  
2650 Home Avenue - Columbus, IN 47201  
Phone: 812/376-4240  
Web site: [www.c4.k12.in.us](http://www.c4.k12.in.us)  
**Programs**  
Ag-Co-op  
Agri Science  
Horticulture
- **Indiana University-Purdue University Columbus**  
4601 Central Avenue - Columbus, IN 47203  
Phone: 812/348-7311  
[www.columbus.iupui.edu](http://www.columbus.iupui.edu)  
**Degree**  
Bachelor's Degree in Business
- **Ivy Tech State College**  
4475 Central Avenue - Columbus, IN 47203  
Phone: 812/372-9925  
[www.ivytech.edu/columbus](http://www.ivytech.edu/columbus)  
**Degrees**  
Associate Degree in Business

# Agriculture and Natural Resources Career Cluster

(Sources for the following information: [www.icpac.indiana.edu](http://www.icpac.indiana.edu) and [www.doe.state.in.us](http://www.doe.state.in.us) )

Pay Range <sup>1</sup>	Job Title <sup>2</sup>	Job Demand <sup>3</sup>	Education Requirements <sup>4</sup>	Notes
\$14-23	Farmers and Farm Managers	Avg	Bachelor's Degree	
\$13-24	Agricultural Work Supervisors	High	OJT	
\$13-22	Agriculture Inspector	Low	OJT	
\$10-18	Landscapers and Groundkeepers	High	OJT	Driver's License
\$10-15	Farm and Ranch Workers	Low	OJT	Driver's License
\$9-15	Food Processing Workers	Low	OJT	
\$8-14	Agricultural Products Graders & Sorters	Low	OJT	
\$8-12	Nursery Workers	Low	OJT	
\$7-11	Retail Salespeople	Avg	OJT	
\$7-10	Animal Caretakers	High	OJT	

**Notes:**

- 1 In Indiana, half of the people employed in this job group earn between these amounts (dollars per hour). Reference [www.icpac.indiana.edu](http://www.icpac.indiana.edu)
- 2 Job title as shown on [www.icpac.indiana.edu](http://www.icpac.indiana.edu)
- 3 Job demand falls into four categories-very high, high, average, and low.
- 4 OJT = On-the-job-training, Vocational, Associate Degree, Bachelors Degree

Additional Job Information is available on [www.icpac.indiana.edu](http://www.icpac.indiana.edu)



# Art, Media & Communications



## Career Cluster Description:

This career cluster includes a wide variety of occupations such as practicing artists in the visual and performing arts, designers, people who work in broadcasting, and the information collection work of librarians.

Visual artists include people who draw, paint, or work with ceramics or sculpture. They often apply their skills in the printing, advertising, or design industry. Performance artists, such as dancers or musicians, look for opportunities in theatre or the music industry.

Keen competition exists in the art, media, and communication occupations. It is usually difficult to find regular, full-time employment as a practicing artist. Many artists find teaching a good way to support their creative activities.

## Employment Outlook:

Entertainers, actors, and musicians are especially likely to work part time due to the large numbers of talented performers competing for a limited number of positions. Although the majority of artists and performers are forced to supplement their income through other jobs, opportunities in the performing art's sector may increase with a growing population and rising interest in the arts.

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- **McDowell Adult Education Center**

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[www.bcsc.k12.in.us/schools/McDowell](http://www.bcsc.k12.in.us/schools/McDowell)

**Programs:**

- General Educational Development (GED)
- English as a Second Language
- Adult Basic Education
- Computer Training
- Adult Secondary Credit Completion
- Connecting with Adult Learner Literacy (reading and math tutors)

- **C<sup>4</sup>**

2650 Home Avenue  
Columbus, IN 47201  
Phone: 812/376-4240  
[www.c4.k12.in.us](http://www.c4.k12.in.us)

**Programs**

Multimedia  
3 D Visualization and Animation  
Telecommunication

- **Indiana University-Purdue University Columbus**

4601 Central Avenue - Columbus, IN 47203  
Phone: 812/348-7311  
[www.columbus.iupui.edu](http://www.columbus.iupui.edu)

**Degree**

Associate Degree in General Studies  
Bachelor's Degree in General Studies

- **Ivy Tech State College**

4475 Central Avenue - Columbus, IN 47203  
Phone: 812/372-9925  
[www.ivytech.edu/columbus](http://www.ivytech.edu/columbus)

**Certificates**

- Digital Imaging
- Multimedia
- Photography
- Publication Design

**Degrees**

Associate Degree in General Studies  
Associate of Applied Science in Graphic Design  
Associate of Applied Science in Multimedia  
Associate of Applied Science in Photography

# Art, Media, & Communications Career Cluster

(Sources for the following information: [www.icpac.indiana.edu](http://www.icpac.indiana.edu) and [www.doe.state.in.us](http://www.doe.state.in.us) )

Pay Range <sup>1</sup>	Job Title <sup>2</sup>	Job Demand <sup>3</sup>	Education Requirements <sup>4</sup>	Notes
\$21-35	Architect	High	Bachelor's Degree	
\$15-20	Sound Engineering Technician	Avg	Associate Degree or Technical Certificate	
\$14-27	Producer and Director	High	Bachelor's Degree	
\$13-22	Editor	Avg	Bachelor's Degree	
\$12-25	Librarian	Low	Master's Degree of Library Science	
\$12-19	Graphic Designer	High	Associate Degree or Bachelor's Degree	
\$10-16	News Reporter	Low	Bachelor's Degree	
\$9-15	Photographer	Low	OJT/Associate Degree/ Bachelor's Degree	
\$8-10	Actor	Avg	OJT	
\$8-10	Floral Designer	Avg	Vocational	Continuing Education
\$7-14	Announcer	Low	Degree preferred	
\$7-10	Library Technical Assistant	Avg	OJT	
\$6-8	Dancer	Low	OJT	

## Notes:

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<sup>2</sup> Job title as shown on [www.icpac.indiana.edu](http://www.icpac.indiana.edu)

<sup>3</sup> Job demand falls into four categories-very high, high, average, and low.

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Additional Job Information is available on [www.icpac.indiana.edu](http://www.icpac.indiana.edu)

# Building & Construction

## Career Cluster Description:

The construction industry is divided into three major segments:

- General building construction
- Heavy construction
- Special trade contracting

In general building construction, workers build residential and commercial structures. Workers employed in heavy construction work on highways, bridges, and tunnels. Special trade contractors are responsible for carpentry, painting, plumbing, and electrical work.

## Employment Outlook:

Almost 6 out of 10 jobs in Indiana in this cluster were with special trade contractors - mainly in plumbing, electrical, and masonry contracting.

Many workers enter the construction trade without formal training. Skill workers such as carpenters, bricklayers, and plumbers need several years of on-the-job and apprenticeship training.

Indiana's construction businesses tend to be small, usually under 10 workers. They are mostly located in industrialized and highly populated areas.

## Area Education Opportunities:

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**Programs:**  
General Educational Development (GED)  
English as a Second Language  
Adult Basic Education  
Computer Training  
Adult Secondary Credit Completion  
Connecting with Adult Learner Literacy (reading and math tutors)
- **C4**  
2650 Home Avenue  
Columbus, IN 47201  
Phone: 812/376-4240  
[www.c4.k12.in.us](http://www.c4.k12.in.us)  
**Programs**  
Architecture  
Construction Management  
Construction Engineering
- **Ivy Tech State College**  
4475 Central Avenue - Columbus, IN 47203  
Phone: 812/372-9925  
[www.ivytech.edu/columbus](http://www.ivytech.edu/columbus)  
**Programs**  
Manufacturing & Industrial Technology  
Apprenticeship  
**Certificates**  
Heating, Ventilation, Air Conditioning  
**Degrees**  
Associate in Applied Science  
in Industrial Maintenance  
Associate in Applied Science  
in Heating, Ventilation, Air Conditioning
- **Purdue University School of Technology**  
4601 Central Avenue - Columbus, IN 47203  
Phone: 812/348-7254  
[www.columbus.tech.purdue.edu](http://www.columbus.tech.purdue.edu)  
**Degree**  
Bachelor's Degree in Industrial Technology (pending)  
**Certificate**  
Industrial Technology

# Building & Construction Career Cluster

(Sources for the following information: [www.icpac.indiana.edu](http://www.icpac.indiana.edu) and [www.doe.state.in.us](http://www.doe.state.in.us) )

Pay Range <sup>1</sup>	Job Title <sup>2</sup>	Job Demand <sup>3</sup>	Education Requirements <sup>4</sup>	Notes
\$25-33	Construction Managers	Avg	Associate Degree	Company certification
\$17-26	Structural Metal Worker	Low	OJT/Apprenticeship	
\$17-23	Wallpaper Hanger	Low	OJT/Apprenticeship	
\$16-29	Plumber and Pipefitter	Avg	OJT/Apprenticeship	
\$15-26	Electricians	Avg	OJT/Apprenticeship	License
\$15-26	Operating Engineer	Avg	OJT/Apprenticeship	
\$15-25	Bulldozer and Grade Operators	Avg	OJT/Apprenticeship	
\$15-24	Landscape Architects	High	Bachelor's Degree	
\$15-21	Drywall Finishers	Low	OJT/Apprenticeship	
\$15-20	Rigger	Low	OJT	
\$14-22	Line Installer and Repair	Avg	OJT/Formal training	
\$13-25	Bricklayer and Stonemason	Avg	OJT/Apprenticeship	
\$13-25	Carpenters	Avg	OJT/Apprenticeship	
\$13-25	Drywall installers	Avg	OJT/Apprenticeship	
\$12-25	Paving Equipment Operator	High	OJT/Apprenticeship	
\$12-23	Plaster	Low	OJT/Apprenticeship	
\$12-20	Pipelayer	Avg	OJT	
\$12-19	Floor Sanding Machine Operators	Low	OJT	
\$11-21	Cement Masons	High	OJT/Apprenticeship	
\$11-20	Construction and Building Inspectors	Avg	OJT/Associate Degree	
\$11-20	Roofer	Avg	OJT/Apprenticeship	
\$11-20	Floor and Carpet Layers	High	OJT/Apprenticeship	
\$11-20	Painter	Avg	OJT/Apprenticeship	
\$11-19	General Construction Workers	Avg	OJT	Driver's License
\$11-17	Construction Helpers	High	Vocational	
\$11-15	Forklift Operators	Avg	OJT	License and certificate
\$10-14	Highway Maintenance Workers	Low	OJT	

## Notes:

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<sup>2</sup> Job title as shown on [www.icpac.indiana.edu](http://www.icpac.indiana.edu)

<sup>3</sup> Job demand falls into four categories-very high, high, average, and low.

<sup>4</sup> OJT = On-the-job-training, Vocational, Associate Degree, Bachelors Degree

Additional Job Information is available on [www.icpac.indiana.edu](http://www.icpac.indiana.edu)

# Business, Management & Finance

## Career Cluster Description:

Office work dominates the U.S. economy and it is the members of the new “office economy”- 52.6 million well-educated workers-who are changing the way America works. These middle managers, insurance agents, real estate brokers, financial planners, executive secretaries, small business owners, editors, clericals, accountants, and sales representatives make up a larger portion of the workforce and earn more money (50% of total earnings) than any other part of the economy. In this “office economy,” office professionals outnumber clerical workers and as the education of the workforce has risen there has been a decline in the less-skilled jobs.

## Employment Outlook:

Labor market projections for business occupations in Indiana are extremely strong. From receptionist and information clerk to paralegal to systems analysts and general managers to top executive opportunities there are opportunities for those with solid academic skills, good teamwork skills, and the skill to continue learning. However, there is one special note to consider, while technology is important, it is the use and management of technology that is more directly related to continued success in this career area.

## Area Education Opportunities:

- McDowell Adult Education Center**  
 2700 McKinley Avenue - Columbus, IN 47201  
 Phone: 812/376-4451  
[www.bcsc.k12.in.us/schools/McDowell](http://www.bcsc.k12.in.us/schools/McDowell)  
**Programs:**  
 General Educational Development (GED)  
 English as a Second Language  
 Adult Basic Education  
 Computer Training  
 Adult Secondary Credit Completion  
 Connecting with Adult Learner Literacy (reading and math tutors)
- C<sup>4</sup>**  
 2650 Home Avenue - Columbus, IN 47201  
 Phone: 812/376-4240  
[www.c4.k12.in.us](http://www.c4.k12.in.us)  
**Programs**  

Accounting I and II	Marketing	Management
Entrepreneurship	International Business	Software Apps.
National Academy of Finance		
- Indiana University-Purdue University Columbus**  
 4601 Central Avenue - Columbus, IN 47203  
 Phone: 812/348-7311  
[www.columbus.iupui.edu](http://www.columbus.iupui.edu)  
**Degree**  
 Master’s Degree in Business Administration  
 Bachelor’s Degree in Business  
 Bachelor’s Degree in Psychology  
 Bachelor’s Degree in Sociology
- Ivy Tech State College**  
 4475 Central Avenue - Columbus, IN 47203  
 Phone: 812/372-9925  
[www.ivytech.edu/columbus](http://www.ivytech.edu/columbus)  
**Programs**  

Leadership	Six Sigma	Sales
Marketing	Customer Service	Phone Skills
Bookkeeping	Inventory Control	Database Management
Project Mgt.	Total Quality Mgt.	Client Relationship Mgt.

**Certificates**  

SHRM	Purchasing	Excel
Excel	Paralegal	Spanish/ESL

**Degrees**  
 Associate of Science in Business  
 Associate of Applied Sciences in Business  
 Associate of Science in Accounting  
 Associate in Applied Sciences in Accounting
- Purdue University School of Technology**  
 4601 Central Avenue - Columbus, IN 47203  
 Phone: 812/348-7254 or 812/662-8686  
[www.columbus.tech.purdue.edu](http://www.columbus.tech.purdue.edu)  
**Degree**  
 Associate Degree in Organizational Leadership and Supervision  
 Bachelor’s Degree in Organizational Leadership and Supervision  
 Bachelor’s Degree in Industrial Technology (pending)  
**Certificate**  
 Organizational Leadership and Supervision  
 Industrial Technology

# Business, Management & Finance Career Cluster

(Sources for the following information: [www.icpac.indiana.edu](http://www.icpac.indiana.edu) and [www.doe.state.in.us](http://www.doe.state.in.us) )

Pay Range <sup>1</sup>	Job Title <sup>2</sup>	Job Demand <sup>3</sup>	Education Requirements <sup>4</sup>	Notes
\$40+	Business Executive	Avg	Bachelor's Degree	
\$25-40+	Sales Manager	Avg	Bachelor's Degree	
\$24-40+	Financial Manager	Avg	Bachelor's/ Master's Degree	
\$22-40+	Marketing Manager	High	Bachelor's Degree	
\$20-35	Personnel and Training Manager	Avg	Bachelor's Degree	
\$20-35	Financial Analyst	High	Bachelor's Degree	
\$20-34	Purchasing Manager	Low	Bachelor's Degree	Certificate
\$19-33	Management Analysts	Avg	Bachelor's/Master's Degree	
\$19-32	Budget Analyst	Low	Bachelor's Degree	
\$19-27	Postmaster and Mail Superintendent	Low	Bachelor's Degree	
\$18-22	Mail Clerk / Postal Clerk	Avg	OJT	
\$17-28	Accountant and Auditor	Low	Bachelor's Degree	Degree
\$15-40	Securities Salespeople	High	OJT/Bachelor's/Master's Degree	Certificate/courses avail.
\$15-29	Loan Officer	High	Bachelor's Degree	
\$15-23	Credit Analyst	Avg	Bachelor's Degree	
\$14-34	Financial Counselor	High	Bachelor's Degree	
\$14-23	Office Manager	Avg	Associate/Bachelor's Degree	
\$14-24	Buyer and Purchasing Agent	Low	Bachelor's Degree	
\$14-23	Employment Interviewer	Avg	Bachelor's Degree	
\$13-28	Advertising Salesperson	Avg	Associate/Bachelor's Degree	
\$13-22	Employment Interviewer	Low	Associate/Bachelor's Degree	
\$13-21	Restaurant Manager	Avg	Associate/Bachelor's Degree	Certificate
\$13-18	Executive Secretary	Low	Associate Degree	
\$12-28	Tax Examiner	Low	Bachelor's Degree	
\$12-18	Hotel and Motel Manager	Low	Associate Degree	
\$12-17	Payroll and Timekeeping Clerk	Low	Business Classes	
\$11-16	Legal Secretary	High	Office Training	
\$11-16	Janitor and Housekeeping Supervisor	Avg	OJT	
\$11-17	Insurance Policy and Claim Clerk	Avg	OJT	
\$11-15	Loan Clerk	Avg	OJT	
\$10-18	Tax Preparer	High	OJT	
\$10-15	Bill and Account Collector	High	OJT	
\$10-15	Billing Clerk	Avg	OJT	
\$10-15	Bookkeeping and Accounting Clerk	Low	OJT	
\$10-14	New Accounts Clerk	Avg	Bachelor's Degree	
\$10-16	Computer Operator	Low	OJT	Certificate
\$10-16	Customer Service Representative	Low	OJT	

## Notes:

<sup>1</sup> In Indiana, half of the people employed in this job group earn between these amounts (dollars per hour). Reference [www.icpac.indiana.edu](http://www.icpac.indiana.edu)

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Additional Job Information is available on [www.icpac.indiana.edu](http://www.icpac.indiana.edu)

# Educational Services

## Employment Outlook & Description:

Educational services are the second largest U.S. industry. More teachers will be needed by the year 2005 as the population of students increases and current teachers retire. In Indiana, two of the fastest growing occupations between 1998 and 2008 are in educational services:

- Special education teachers, with an increase of 60%; and
- Secondary school teachers, with an increase of 48%.

The need for elementary school teachers in Indiana will also be great.

Teachers usually continue their education well beyond a four-year degree. University and college teaching careers usually require a master's degree or doctorate depending upon their field of study.



## Area Education Opportunities:

- **McDowell Adult Education Center**  
2700 McKinley Avenue - Columbus, IN 47201  
Phone: 812/376-4451  
[www.bcsc.k12.in.us/schools/McDowell](http://www.bcsc.k12.in.us/schools/McDowell)  
**Programs:**  
General Educational Development (GED)  
English as a Second Language  
Adult Basic Education  
Computer Training  
Adult Secondary Credit Completion  
Connecting with Adult Learner Literacy (reading and math tutors)
- **C<sup>4</sup>**  
2650 Home Avenue  
Columbus, IN 47201  
Phone: 812/376-4240  
[www.c4.k12.in.us](http://www.c4.k12.in.us)  
**Programs**  
Child Care  
Early Childhood Education  
Child Development Stages  
Preschool lab
- **Indiana University-Purdue University Columbus**  
4601 Central Avenue - Columbus, IN 47203  
Phone: 812-348-7311  
[www.columbus.iupui.edu](http://www.columbus.iupui.edu)  
**Degrees:**  
Bachelor's Degree in Elementary Education  
Bachelor's Degree in Psychology  
Bachelor's Degree in Sociology
- **Ivy Tech State College**  
4475 Central Avenue - Columbus, IN 47203  
Phone: 812/372-9925  
[www.ivytech.edu/columbus](http://www.ivytech.edu/columbus)  
**Degree:**  
Early Childhood Education

# Educational Services

(Sources for the following information: [www.icpac.indiana.edu](http://www.icpac.indiana.edu) and [www.doe.state.in.us](http://www.doe.state.in.us) )

Pay Range <sup>1</sup>	Job Title <sup>2</sup>	Job Demand <sup>3</sup>	Education Requirements <sup>4</sup>	Notes
\$30-38	Education Administrator	Low	Master's Degree	
\$25-40	University and College Teacher	High	PHD or Master's Degree	
\$18-33	College and University Administrator	Low	PHD or Master's Degree	
\$18-29	Special Education Teacher	High	Bachelor's Degree	
\$18-28	High School Teacher	Avg	Bachelor's or Master's Degree	
\$16-32	Sociologist	Low	Bachelor's or Master's Degree	
\$16-30	Psychologist	Avg	PHD or Master's Degree	
\$16-26	Elementary School Teacher	High	Bachelor's Degree	
\$16-22	Education, Vocational and School Counselor	High	Master's Degree	
\$15-26	Kindergarten School Teacher	High	Bachelor's Degree	
\$14-23	Adult and Vocational Education Teacher	Avg	Bachelor's Degree	License
\$12-25	Librarian	Low	Master's Degree of Library Science	
\$8-16	School Bus Driver	Low	Driving Instruction Classes	License
\$8-14	Library Technical Assistant	Avg	Associate Degree	
\$8-11	Teacher's Aide	High	OJT	Certificate
\$7-13	Crossing Guard	Low	OJT	
\$7-10	Childcare Worker	High	OJT/Associate Degree	

**Notes:**

- 1 In Indiana, half of the people employed in this job group earn between these amounts (dollars per hour). Reference [www.icpac.indiana.edu](http://www.icpac.indiana.edu)
- 2 Job title as shown on [www.icpac.indiana.edu](http://www.icpac.indiana.edu)
- 3 Job demand falls into four categories-very high, high, average, and low.
- 4 OJT = On-the-job-training, Vocational, Associate Degree, Bachelors Degree

Additional Job Information is available on [www.icpac.indiana.edu](http://www.icpac.indiana.edu)

# Engineering Science & Technologies



## Career Cluster Description:

Manufacturing and service companies rely on engineers and technicians to improve product design and efficiency. Civil engineers and other technical specialists help to improve roads, bridges, and water and pollution control systems as well as other public facilities.

Engineering technicians are in high demand in Indiana's communications, manufacturing, chemical processing, and pharmaceutical industries.

## Employment Outlook:

In Indiana, some of the fastest growing occupations between 1998 and 2008 are the fields of engineering, science, and technology. They are:

- Computer engineers, with an increase of 106%
- Computer support specialists, with an increase of 76%

## Area Education Opportunities:

- **McDowell Adult Education Center**  
2700 McKinley Avenue - Columbus, IN 47201  
Phone: 812/376-4451  
[www.bcsc.k12.in.us/schools/McDowell](http://www.bcsc.k12.in.us/schools/McDowell)  
**Programs:**  
General Educational Development (GED)  
English as a Second Language  
Adult Basic Education  
Computer Training  
Adult Secondary Credit Completion  
Connecting with Adult Learner Literacy (reading and math tutors)
- **C<sup>4</sup>**  
2650 Home Avenue - Columbus, IN 47201  
Phone: 812/376-4240  
[www.c4.k12.in.us](http://www.c4.k12.in.us)  
**Programs**  
Computer Technology  
Project Lead the Way (partnering with Purdue School of Technology)  
Drafting  
Electronics  
Machine Trades
- **Indiana University-Purdue University Columbus**  
4601 Central Avenue - Columbus, IN 47203  
Phone: 812-348-7311  
[www.columbus.iupui.edu](http://www.columbus.iupui.edu)  
**Degree:**  
Associate Degree in Chemistry  
Bachelor's Degree in Business  
Bachelor's Degree in Computer Information Systems Technology  
Bachelor's Degree in Psychology
- **Ivy Tech State College**  
4475 Central Avenue - Columbus, IN 47203  
Phone: 812/372-9925  
[www.ivytech.edu/columbus](http://www.ivytech.edu/columbus)  
**Degree:**  
Associate of Applied Science in Business  
Associate of Applied Science in Computer Information Systems  
**Programs:**  
Microsoft Certified Systems Design  
Microsoft Certified Systems Administration  
Microsoft Certified Systems Engineer  
Net+                      A+                      Project Management
- **Purdue University School of Technology**  
4601 Central Avenue - Columbus, IN 47203  
Phone: 812/348-7254  
[www.columbus.tech.purdue.edu](http://www.columbus.tech.purdue.edu)  
**Degrees:**  
Associate Degree in Computer Information Systems  
Associate Degree in Computer Technology  
Associate Degree in Mechanical Engineering Technology  
Bachelor's Degree in Industrial Technology (pending)  
Bachelor's Degree in Computer Information Systems Technology  
Bachelor's Degree in Organizational Leadership & Supervision  
**Certificate:**  
Certificate in Industrial Technology  
Certificate in Organizational Leadership & Supervision

# Engineering Science & Technologies

(Sources for the following information: [www.icpac.indiana.edu](http://www.icpac.indiana.edu) and [www.doe.state.in.us](http://www.doe.state.in.us) )

Pay Range <sup>1</sup>	Job Title <sup>2</sup>	Job Demand <sup>3</sup>	Education Requirements <sup>4</sup>	Notes
\$27-40	Computer & Information System Mgr.	Very High	Bachelor's Degree	
\$25-40	University and College Teacher	High	PHD or Master's Degree	
\$25-36	Webmaster	Very High	Bachelor's Degree	Certificate
\$23-35	Computer Engineer	Avg	Bachelor's Degree	
\$23-35	Electrical Engineer	Avg	Bachelor's Degree	
\$23-35	Mechanical Engineer	Low	Bachelor's Degree	
\$22-35	Chemical Engineer	Low	Bachelor's Degree	
\$22-33	Industrial Engineer	Low	Bachelor's Degree	
\$22-33	Materials Engineer	Low	Bachelor's Degree	
\$20-33	Computer Systems Analyst	Very High	Bachelor's Degree	
\$19-32	Computer Programmer	High	Associate or Bachelor's Degree	Certificate
\$18-31	Operations Research Analysts	Low	Master's Degree	
\$18-31	Data Base Administrator	High	Bachelor's Degree	
\$17-30	Cost Estimator	Avg	Associate or Bachelor's Degree	
\$17-30	Chemist	Avg	Master's Degree	
\$15-23	Drafter	Avg	Associate Degree	
\$15-21	Engineer Technician	Avg	Associate Degree	
\$14-21	Numerical Control Tool Programmer	Low	Associate Degree	Certificate
\$14-20	Surveyor	Avg	OJT/Bachelor's Degree	
\$13-21	Computer Support Specialist	Very High	Associate or Bachelor's Degree	

**Notes:**

- 1 In Indiana, half of the people employed in this job group earn between these amounts (dollars per hour). Reference [www.icpac.indiana.edu](http://www.icpac.indiana.edu)
- 2 Job title as shown on [www.icpac.indiana.edu](http://www.icpac.indiana.edu)
- 3 Job demand falls into four categories-very high, high, average, and low.
- 4 OJT = On-the-job-training, Vocational, Associate Degree, Bachelors Degree

Additional Job Information is available on [www.icpac.indiana.edu](http://www.icpac.indiana.edu)

# Health Services

## Career Cluster Description:

The health services career cluster includes occupations ranging from nursing, dentistry, and physical therapy to public health and veterinary medicine.



Combining medical technology and the human touch, the health services industry administers daily to the needs of many people—from newborns to the critically ill. The health care industry itself is divided into eight distinct segments: hospitals that offer trauma, diagnostic; special treatment and intensive care services; extended care facilities that provide nursing and rehabilitation services; medical and dental offices and clinics; public and home health care services; independent health practices such as optometrists, podiatrists, and chiropractors, physical therapists, etc.; specialized treatment centers, and medical and dental laboratories.

Some hospitals provide training or tuition assistance in return for a promise to work for a particular length of time in the hospital after graduation.

## Employment Outlook:

Several careers in the field of health services are among the fastest growing in Indiana between 1998 and 2008. The following occupations are projected to grow:

- Chiropractors, with an increase of 70%;
- Medical assistants, with an increase of 62%;
- Physical therapy assistants, with an increase of 50%;
- Medical records technicians, with an increase of 48%; and
- Physical assistants, also with an increase of 48%.

## Area Education Opportunities:

- **McDowell Adult Education Center**  
2700 McKinley Avenue - Columbus, IN 47201  
Phone: 812/376-4451  
[www.bcsc.k12.in.us/schools/McDowell](http://www.bcsc.k12.in.us/schools/McDowell)  
**Programs:**  
General Educational Development (GED)  
English as a Second Language  
Adult Basic Education  
Computer Training  
Adult Secondary Credit Completion  
Connecting with Adult Learner Literacy (reading and math tutors)  
Certified Nursing Assistant
- **C<sup>4</sup>**  
2650 Home Avenue  
Columbus, IN 47201  
Phone: 812/376-4240  
[www.c4.k12.in.us](http://www.c4.k12.in.us)  
**Programs**  
Dental Assisting  
Nursing Assistant  
Medical Office Worker  
Veterinarian Assistant  
Central Service Technician
- **Indiana University-Purdue University Columbus**  
4601 Central Avenue - Columbus, IN 47203  
Phone: 812/348-7311  
[www.columbus.iupui.edu](http://www.columbus.iupui.edu)  
**Degrees:**  
Associate Degree in Nursing (LPN-ASN Mobility Option)  
Associate Degree in Chemistry  
Bachelor's Degree in Psychology  
Bachelor's Degree in Nursing (ASN-BSN Mobility Option)
- **Ivy Tech State College**  
4475 Central Avenue - Columbus, IN 47203  
Phone: 812/372-9925  
[www.ivytech.edu/columbus](http://www.ivytech.edu/columbus)  
**Certificates:**  
Dental Assisting  
Medical Assistant  
Pharmacy Technician  
Licensed Practical Nursing  
Activities Director  
Emergency Medical Technician  
**Degrees:**  
Associate Degree in Nursing  
Associate Degree in Nursing (LPN-ASN Mobility Option)  
Associate of Applied Science Degree in Surgical Technology

# Health Services Career Cluster

(Sources for the following information: [www.icpac.indiana.edu](http://www.icpac.indiana.edu) and [www.doe.state.in.us](http://www.doe.state.in.us) )

Pay Range <sup>1</sup>	Job Title <sup>2</sup>	Job Demand <sup>3</sup>	Education Requirements <sup>4</sup>	Notes
\$40+	Physicians/Surgeons	High	Bachelor's Degree	Plus Medical School and Residency
\$40+	Dentist	Low	Bachelor's Degree/MD	Dental School
\$40+	Optometrist	Avg	Bachelor's Degree	School of Optometry
\$40+	Psychiatrist	Avg	Bachelor's Degree	Licensed Doctor
\$40+	Chiropractor	High	Bachelor's Degree	State License Required
\$32-40+	Pharmacist	Low	Bachelor's Degree/RxD	Doctor of Pharmacy
\$25-40	Veterinarian	High	Bachelor's Degree/DVM	Doctor of Veterinarian Medicine
\$25-37	Physician Assistant	Very High	Associate/Bachelor's Degree	
\$22-35	Physical Therapist	Very High	Bachelor's Degree	
\$20-32	Health Facility Administrator	High	Bachelor's Degree	
\$20-29	Occupational Therapist	Very High	Bachelor's Degree	
\$20-28	Dental Hygienist	Very High	Associate/Bachelor's Degree	
\$18-25	Director of Nursing	High	Associate Degree	
\$18-25	Case Manager	High	Associate Degree	
\$18-25	Registered Nurse	High	Associate Degree	
\$18-25	In Service Director	High	Associate Degree	
\$16-23	Phlebotomist	Avg	OJT	
\$16-23	Dietician	Avg	Bachelor's Degree	
\$16-23	Medical Lab Technician	Avg	Associate Degree	
\$16-22	Respiratory Therapist	Very High	Formal Training	
\$15-22	Radiology Technologist	Avg	Certificate or Associate Degree	
\$15-30	Activities Director	Avg	Certificate	Continuing Education
\$14-18	Licensed Practical Nurse	Avg	Certificate	
\$14-18	Surgical Technologist	High	Certificate or Associate Degree	
\$11-19	Dental Lab Technician	Low	Associate Degree	
\$11-18	Cardiovascular Technologist	High	Associate Degree	
\$11-14	Dental Assistant	Very High	OJT/Certificate or Associate Degree	
\$10-14	Qualified Medical Assistant	High	Certificate	
\$10-14	Geriatric Nursing Assistant	High	Certificate	
\$10-14	Medical Assistant	Very High	OJT/Certificate or Associate Degree	
\$10-14	Optician	Avg	Technical Classes	Apprenticeship
\$10-12	Pharmacy Technician	Low	OJT/Internship	License/continuing ed
\$9-15	Emergency Medical Technician	Avg	Formal Training	Continuing Classes
\$9-14	Physical Therapy Assistant	Very High	Associate Degree	
\$9-14	Health Information Technician	High	2-year Technical Program	
\$9-12	Resident Care Assistant	Avg	Certificate	
\$8-18	Orthotic and Prosthetic Specialist	High	Bachelor's Degree	
\$8-13	Interviewing Clerk	High	OJT	
\$8-12	Occupational Therapist Assistant	Very High	Associate Degree	
\$8-11	Home Health Aide	Very High	OJT/Certificate	

# Legal, Social & Recreational Services

## Career Cluster Description:

Workers in the social services professions help the homeless, counsel the troubled, retrain the unemployed, and offer support services to children and the elderly.

In addition to working for government agencies, social workers can be employed in residential care facilities, job training centers, community food banks and kitchens, and non-profit organizations.

Workers in the recreational industry are employed by health and fitness clubs, commercial sports and outdoor facilities, and golf courses. Many of these jobs are seasonal and part-time.

## Employment Outlook:

The number of positions for social workers and social and human service assistants is expected to increase 57% through 2008. Some occupations in social services have very specific entrance requirements, including professional specialty occupations and some require clinical training. Many employers prefer social service workers with some college work in human services or social work. Others prefer a 4-year degree. A number of employers provide some additional training.

## Area Education Opportunities:

- **McDowell Adult Education Center**  
2700 McKinley Avenue - Columbus, IN 47201  
Phone: 812/376-4451  
[www.bcsc.k12.in.us/schools/McDowell](http://www.bcsc.k12.in.us/schools/McDowell)  
**Programs:**  
General Educational Development (GED)  
English as a Second Language  
Adult Basic Education  
Computer Training  
Adult Secondary Credit Completion  
Connecting with Adult Learner Literacy (reading and math tutors)
- **C<sup>4</sup>**  
2650 Home Avenue  
Columbus, IN 47201  
Phone: 812/376-4240  
[www.c4.k12.in.us](http://www.c4.k12.in.us)  
**Programs**  
Marketing  
Law enforcement
- **Indiana University-Purdue University Columbus**  
4601 Central Avenue - Columbus, IN 47203  
Phone: 812/348-7311  
[www.columbus.iupui.edu](http://www.columbus.iupui.edu)  
**Degrees:**  
Associate Degree in General Studies  
Bachelor's Degree in General Studies  
Bachelor's Degree in Sociology
- **Ivy Tech State College**  
4475 Central Avenue - Columbus, IN 47203  
Phone: 812/372-9925  
[www.ivytech.edu/columbus](http://www.ivytech.edu/columbus)  
**Degrees:**  
Associate Degree in Criminal Justice  
Associate Degree in General Studies  
**Certificates:**  
Paralegal  
Criminal Justice

# Legal, Social & Recreational Services Career Cluster

(Sources for the following information: [www.icpac.indiana.edu](http://www.icpac.indiana.edu) and [www.doe.state.in.us](http://www.doe.state.in.us) )

Pay Range <sup>1</sup>	Job Title <sup>2</sup>	Job Demand <sup>3</sup>	Education Requirements <sup>4</sup>	Notes
\$28-40+	Political Scientist	Avg	Master's Degree	
\$25-40+	Lawyer	Avg	Law Degree	
\$25-38	Economist	Avg	Bachelor's Degree	
\$17-32	Sociologist	Avg	Master's Degree	
\$17-29	Psychologist	High	Master's Degree	
\$16-29	Compliance Officer and Inspector	Avg	Bachelor's Degree	
\$15-23	Social and Community Service Manager	High	Bachelor's Degree	
\$13-20	Paralegal	High	Certificate	
\$13-18	Probation Officer	High	Bachelor's Degree	
\$12-20	Clergy	High	Bachelor's/Master's Degree	
\$11-17	Social Worker	High	Bachelor's Degree	
\$10-17	Rehabilitation Counselor	High	Bachelor's Degree	
\$10-16	Legal Secretary	Avg	Vocational	
\$10-14	Social and Human Service Assistant	High	OJT	
\$9-13	Residential Counselor	High	Bachelor's Degree	
\$8-18	Coaches and Sports Instructors	Avg	Bachelor's Degree	
\$8-13	Recreation Worker	High	OJT	
\$7-28	Judge and Hearing Officer	Low	Law Degree	
\$7-21	Urban and Regional Planner	Avg	Master's Degree	

**Notes:**

- 1 In Indiana, half of the people employed in this job group earn between these amounts (dollars per hour). Reference [www.icpac.indiana.edu](http://www.icpac.indiana.edu)
- 2 Job title as shown on [www.icpac.indiana.edu](http://www.icpac.indiana.edu)
- 3 Job demand falls into four categories-very high, high, average, and low.
- 4 OJT = On-the-job-training, Vocational, Associate Degree, Bachelors Degree

Additional Job Information is available on [www.icpac.indiana.edu](http://www.icpac.indiana.edu)



# Manufacturing & Processing

## Career Cluster Description:

Most manufacturing plants in the plastics and metalworking industries in Indiana employ fabricators, welders, and machine operators, setters, and tenders. Companies also employ many business managers, engineers, drafters, engineering technicians, and computer programmers.

This career area also includes a number of technical jobs in the printing and publications industry, such as press operators and precision photographic processors.

Indiana is the leading producer of steel in the U.S. It also ranks among the top five producers of motor vehicle parts, assembly machines, truck and bus bodies, pharmaceuticals, and medical instruments.

## Employment Outlook:

While employment in manufacturing is sensitive to cyclical swings in the economy, overall projections suggest a decline in the number of people employed in manufacturing. Despite this trend, it still remains the single highest occupation sector in Indiana and the local area.

Indiana's growing plastics industry offers ample employment opportunity in manufacturing. In addition, the need to replace manufacturing workers may result in many job openings since nearly a quarter of this workforce is more than 50 years old.

## Area Education Opportunities:

- **McDowell Adult Education Center**

2700 McKinley Avenue - Columbus, IN 47201  
Phone: 812/376-4451  
[www.bcsc.k12.in.us/schools/McDowell](http://www.bcsc.k12.in.us/schools/McDowell)

**Programs:**

General Educational Development (GED)  
English as a Second Language  
Adult Basic Education  
Adult Secondary Credit Completion  
Connecting with Adult Learner Literacy (reading and math tutors)  
Computer Training

- **C<sup>4</sup>**

2650 Home Avenue - Columbus, IN 47201  
Phone: 812/376-4240  
[www.c4.k12.in.us](http://www.c4.k12.in.us)

**Programs**

Printing      Machine Trades      Welding

- **Indiana University-Purdue University Columbus**

4601 Central Avenue - Columbus, IN 47203  
Phone: 812/348-7311  
[www.columbus.iupui.edu](http://www.columbus.iupui.edu)

**Degrees:**

Bachelor's Degree in Business/Management

- **Ivy Tech State College**

4475 Central Avenue - Columbus, IN 47203  
Phone: 812/372-9925  
[www.ivytech.edu/columbus](http://www.ivytech.edu/columbus)

**Programs**

Supervisor  
CNC Basic/Advanced  
Computer Aided Design  
Measurement Calibration  
Leadership  
Welding  
Statistical Process Control  
Mechanical Fundamentals

**Certificates:**

Industrial Maintenance      Skilled Trades

- **Purdue University School of Technology**

4601 Central Avenue - Columbus, IN 47203  
812/348-7254 or 812/662-8686  
[www.columbus.tech.purdue.edu](http://www.columbus.tech.purdue.edu)

**Degree:**

Associate Degree in Mechanical Engineering Technology  
Associate Degree in Organizational Leadership & Supervision  
Bachelor's Degree in Organizational Leadership & Supervision  
Bachelor's Degree in Industrial Technology (pending)

**Certificate**

Certificate in Organizational Leadership & Supervision  
Certificate in Industrial Technology

# Manufacturing and Processing Career Cluster

(Sources for the following information: [www.icpac.indiana.edu](http://www.icpac.indiana.edu) and [www.doe.state.in.us](http://www.doe.state.in.us) )

Pay Range <sup>1</sup>	Job Title <sup>2</sup>	Job Demand <sup>3</sup>	Education Requirements <sup>4</sup>	Notes
23-35	Engineer	Avg	Bachelor's Degree	
22-40	Manager	Avg	Bachelor's Degree	
17-27	Tool and Die Maker	Low	OJT/Vocational	Certificate
17-25	Maintenance	Low	OJT	Apprenticeship or certificate
15-17	Numerical Control Machine Operator	High	OJT	Courses
14-23	Tool Grinder	Low	OJT	Apprenticeship or certificate
13-26	Sheet Metal Worker	Avg	OJT	Certificate
13-22	Editor	Avg	Bachelor's Degree	
13-19	Machinist	Low	OJT	Apprenticeship Program/ certificate
13-18	Supervisor	Avg	Associate Degree	BS in some cases/certificate
12-24	Writer	Avg	Bachelor's Degree	
12-19	Graphic Designer	High	Associate or Bachelor's Degree	
12-17	Welder Operator	Avg	OJT	Certificate
11-20	Quality Control Inspector	Low	OJT	Certificate
11-15	Forklift Operator	Avg	OJT	License
11-15	Printing Press Operator	Low	OJT	Apprenticeship
11-13	Painter Operator	Avg	OJT	
10-15	Metal and Plastic Processing	Low	OJT	
10-12	Production Helper	Avg	OJT	
9-15	Binder	Low	OJT	
8-13	Proofreader	Low	Associate Degree	
7-11	Packer	Avg	OJT	

**Notes:**

<sup>1</sup> In Indiana, half of the people employed in this job group earn between these amounts (dollars per hour). Reference [www.icpac.indiana.edu](http://www.icpac.indiana.edu)

<sup>2</sup> Job title as shown on [www.icpac.indiana.edu](http://www.icpac.indiana.edu)

<sup>3</sup> Job demand falls into four categories-very high, high, average, and low.

<sup>4</sup> OJT = On-the-job-training, Vocational, Associate Degree, Bachelors Degree

Additional Job Information is available on [www.icpac.indiana.edu](http://www.icpac.indiana.edu)

# Marketing, Sales & Promotion

## Career Cluster Description:

Marketing and promotions firms prepare advertising for other companies and organizations. They may place advertising in print, broadcast, and other media. These firms may also sell space for publications, radio, and television.

Managers and executives, professionals, sales workers, and administrative support workers account for 9 out of every 10 jobs in this career cluster.

## Employment Outlook:

As Indiana's economy continues to grow, opportunities in marketing and sales will continue to be extremely good. Sales representatives, wholesale and retail buyers, food-marketing positions are among those most in demand.

## Area Education Opportunities:

- **McDowell Adult Education Center**  
2700 McKinley Avenue - Columbus, IN 47201  
Phone: 812/376-4451  
[www.bcsc.k12.in.us/schools/McDowell](http://www.bcsc.k12.in.us/schools/McDowell)  
**Programs:**  
General Educational Development (GED)  
English as a Second Language  
Adult Basic Education  
Computer Training  
Adult Secondary Credit Completion  
Connecting with Adult Learner Literacy (reading and math tutors)
- **C<sup>4</sup>**  
2650 Home Avenue - Columbus, IN 47201  
Phone: 812/376-4240  
[www.c4.k12.in.us](http://www.c4.k12.in.us)  
**Programs**  
International Business Entrepreneurship Marketing
- **Indiana University-Purdue University Columbus**  
4601 Central Avenue - Columbus, IN 47203  
Phone: 812/348-7311  
[www.columbus.iupui.edu](http://www.columbus.iupui.edu)  
**Degrees:**  
Bachelor's Degree in Business/Marketing  
Master's Degree in Business Administration
- **Ivy Tech State College**  
4475 Central Avenue - Columbus, IN 47203  
Phone: 812/372-9925  
[www.ivytech.edu/columbus](http://www.ivytech.edu/columbus)  
**Degrees**  
Associate of Science in Business  
**Certificates:**  
Marketing Real Estate
- **Purdue University School of Technology**  
4601 Central Avenue - Columbus, IN 47203  
812/348-7254 or 812/662-8686  
[www.columbus.tech.purdue.edu](http://www.columbus.tech.purdue.edu)  
**Degree:**  
Associate Degree in Computer Information Systems  
Associate Degree in Organizational Leadership & Supervision  
Bachelor's Degree in Computer Information Systems Technology  
Bachelor's Degree in Organizational Leadership & Supervision  
Bachelor's Degree in Industrial Technology (pending)  
**Certificate**  
Certificate in Organizational Leadership & Supervision  
Certificate in Industrial Technology

# Marketing, Sales, and Promotion Career Cluster

(Sources for the following information: [www.icpac.indiana.edu](http://www.icpac.indiana.edu) and [www.doe.state.in.us](http://www.doe.state.in.us) )

Pay Range <sup>1</sup>	Job Title <sup>2</sup>	Job Demand <sup>3</sup>	Education Requirements <sup>4</sup>	Notes
\$19-35	Sales Representatives	High	Associate/Bachelor's Degree	
\$18-36	Market Research Analyst	Avg	Bachelor's Degree	
\$18-29	Insurance Underwriter	Low	Bachelor's Degree	
\$17-27	Buyer and Purchasing Agent	Low	Bachelor's Degree	Certificate
\$17-27	Insurance Agent	Low	Bachelor's Degree	Certificate
\$14-23	Public Relations Specialist	High	Bachelor's Degree	
\$12-22	Property and Real Estate Manager	High	Bachelor's Degree	
\$9-16	Assessors and appraisers	Avg	Bachelor's Degree	Certificate
\$9-16	Parts Salespeople	Low	OJT	
\$8-30	Real Estate Agents	High	Associate/ Bachelor's Degree	License
\$7-16	Route Salespeople	Low	OJT	Commercial Driver's License
\$7-11	Retail Salespeople	Avg	OJT	
\$6-9	Cashier	Avg	OJT	

## Notes:

<sup>1</sup> In Indiana, half of the people employed in this job group earn between these amounts (dollars per hour). Reference [www.icpac.indiana.edu](http://www.icpac.indiana.edu)

<sup>2</sup> Job title as shown on [www.icpac.indiana.edu](http://www.icpac.indiana.edu)

<sup>3</sup> Job demand falls into four categories-very high, high, average, and low.

<sup>4</sup> OJT = On-the-job-training, Vocational, Associate Degree, Bachelors Degree

Additional Job Information is available on [www.icpac.indiana.edu](http://www.icpac.indiana.edu)

# Mechanical Repair & Precision Crafts

## Career Cluster Description:

Workers in mechanical repair and precision crafts install, service, and repair machines and engines as well as the computers that monitor and control them. They may work on industrial machinery, diesel engines, automobiles, aircraft, or marine equipment.

In Indiana's motor vehicle and equipment manufacturing industry, 2 out of 10 workers are employed in mechanical repair and precision crafts.

Apprenticeship programs prepare workers for careers in this industry. These programs may last up to 5 years and include courses in mechanical drawing, reading specifications, tool design and programming, hydraulics, and electronics. Courses in mathematics such as algebra and trigonometry may also be necessary.

## Employment Outlook:

Today's employment outlook for mechanical repair and precision craft workers is extremely good for those who are well trained and prepared for continuing education. As technology increases in complexity, employers increasingly prefer to hire graduates of post secondary training programs and then offer addition on-the-job training. Ongoing training is becoming key to occupational advancement.

## Area Education Opportunities:

- **McDowell Adult Education Center**  
2700 McKinley Avenue - Columbus, IN 47201  
Phone: 812/376-4451  
[www.bcsc.k12.in.us/schools/McDowell](http://www.bcsc.k12.in.us/schools/McDowell)  
**Programs:**  
General Educational Development (GED)  
English as a Second Language    Adult Basic Education  
Computer Training  
Adult Secondary Credit Completion  
Connecting with Adult Learner Literacy (reading and math tutors)
- **C<sup>4</sup>**  
2650 Home Avenue - Columbus, IN 47201  
Phone: 812/376-4240  
[www.c4.k12.in.us](http://www.c4.k12.in.us)  
**Programs**  
Machine Trades                      Welding                      Auto Technology  
Project-Lead the Way              Electronics
- **Indiana University-Purdue University Columbus**  
4601 Central Avenue - Columbus, IN 47203  
Phone: 812/348-7311  
[www.columbus.iupui.edu](http://www.columbus.iupui.edu)  
**Degrees:**  
Bachelor's Degree in Business
- **Ivy Tech State College**  
4475 Central Avenue - Columbus, IN 47203  
Phone: 812/372-9925  
[www.ivytech.edu/columbus](http://www.ivytech.edu/columbus)  
**Programs**  
Electrical Maintenance    Apprenticeship  
**Certificates**  
Electronics Technology    Industrial Maintenance  
Heating, Ventilation, and Air Conditioning  
**Degrees**  
Associate of Applied Sciences in Electronics Technology  
Associate of Applied Sciences in HVAC  
Associate of Applied Sciences in Industrial Maintenance  
Associate of Applied Sciences in Manufacturing Technology
- **Purdue University School of Technology**  
4601 Central Avenue - Columbus, IN 47203  
812/348-7254 or 812/662-8686  
[www.columbus.tech.purdue.edu](http://www.columbus.tech.purdue.edu)  
**Degree:**  
Associate Degree in Mechanical Engineering Technology  
Bachelor's Degree in Industrial Technology (pending)  
**Certificate:**  
Certificate in Industrial Technology

# Mechanical Repair and Precision Crafts Career Cluster

(Sources for the following information: [www.icpac.indiana.edu](http://www.icpac.indiana.edu) and [www.doe.state.in.us](http://www.doe.state.in.us) )

Pay Range <sup>1</sup>	Job Title <sup>2</sup>	Job Demand <sup>3</sup>	Education Requirements <sup>4</sup>	Notes
\$18-28	Millwright	Low		Apprenticeship/certificate
\$17-25	Industrial Machinery Mechanic	Low		Apprenticeship/certificate
\$15-22	Heating and Cooling System Mechanic	High	Vocational	Certificate
\$14-23	Communication Equipment Mechanic	Low	OJT/Vocational	
\$14-23	Electric Motor Repair	Avg	Trade school	Courses
\$14-23	Tool Grinder	Low	OJT	Apprenticeship/certificate
\$13-26	Sheet Metal Worker	Avg.	OJT	Apprenticeship/certificate
\$13-22	Computer Equipment Repair	Very High	Vocational/Associate Degree	Certificate
\$13-21	Auto Body Repairer	Avg	OJT/Vocational	
\$13-21	Automatic Teller Machine Service	Avg	OJT	
\$13-21	Bus and Truck Mechanics	Low	Certificate	
\$13-21	Office Machine Repair	Avg		Apprenticeship/certificate
\$12-19	Building Maintenance Workers	Low	OJT	
\$12-17	Camera & Photographic Equip. Repairer	Low	OJT	
\$11-20	Automobile Mechanics	Avg	Vocational	
\$10-16	Small Engine Mechanic	Low	OJT	
\$10-15	Locksmith	Low	OJT/Vocational	
\$10-13	Watch Repair	Low		School of Horology
\$9-15	Jewelers	Avg	OJT	
\$8-10	Bicycle Repairer	Avg	OJT	Factory Training

**Notes:**

- 1 In Indiana, half of the people employed in this job group earn between these amounts (dollars per hour). Reference [www.icpac.indiana.edu](http://www.icpac.indiana.edu)
- 2 Job title as shown on [www.icpac.indiana.edu](http://www.icpac.indiana.edu)
- 3 Job demand falls into four categories-very high, high, average, and low.
- 4 OJT = On-the-job-training, Vocational, Associate Degree, Bachelors Degree

Additional Job Information is available on [www.icpac.indiana.edu](http://www.icpac.indiana.edu)

# Personal & Commercial Services

## Career Cluster Description:

The personal and commercial services career cluster includes occupations in the childcare, home assistance, personal grooming, food services, travel, and hospitality industries.

People who work with preschoolers and as teacher aides made up the largest occupation in the child care industry. Many of these occupations have low wages and a high turnover rate.

There are many opportunities for seasonal and part-time work in the hospitality industry. People with some college education hold many of these jobs.

## Employment Outlook:

Job opportunities in this field are likely to be plentiful as Indiana works to attract more of the national hospitality and tourism business.

In Indiana, two occupations with the most openings per year between 1998 and 2008 are in personal and commercial services. These are:

- Waiters and waitresses
- Food preparation workers

## Area Education Opportunities:

### • McDowell Adult Education Center

2700 McKinley Avenue - Columbus, IN 47201

Phone: 812/376-4451

[www.bcsc.k12.in.us/schools/McDowell](http://www.bcsc.k12.in.us/schools/McDowell)

#### Programs:

General Educational Development (GED)

English as a Second Language

Adult Basic Education

Computer Training

Adult Secondary Credit Completion

Connecting with Adult Learner Literacy (reading and math tutors)

### • C<sup>4</sup>

2650 Home Avenue - Columbus, IN 47201

Phone: 812/376-4240

[www.c4.k12.in.us](http://www.c4.k12.in.us)

#### Programs

Child Educare

Cosmetology

Culinary Arts

### • Indiana University-Purdue University Columbus

4601 Central Avenue - Columbus, IN 47203

Phone: 812/348-7311

[www.columbus.iupui.edu](http://www.columbus.iupui.edu)

#### Degrees:

Associate Degree in General Studies

Bachelor's Degree in General Studies

Bachelor's Degree in Business

### • Ivy Tech State College

4475 Central Avenue - Columbus, IN 47203

Phone: 812/372-9925

[www.ivytech.edu/columbus](http://www.ivytech.edu/columbus)

#### Degrees

Associate Degree in Business

Associate Degree in Early Childhood Education

Associate Degree in General Studies

# Personal and Commercial Services Career Cluster

(Sources for the following information: [www.icpac.indiana.edu](http://www.icpac.indiana.edu) and [www.doe.state.in.us](http://www.doe.state.in.us) )

Pay Range <sup>1</sup>	Job Title <sup>2</sup>	Job Demand <sup>3</sup>	Education Requirements <sup>4</sup>	Notes
\$10-15	Travel Agent	Avg	Training course	
\$9-16	Chef and Dinner Cook	Avg	Vocational	Continuing education
\$8-12	Meat Cutter	Low	OJT	Continuing education
\$8-11	Clothes Presser	Low	OJT	
\$7-13	Barber	Low	Barber School	
\$7-12	Hairstylist and Cosmetologist	Low	Formal Training	Continuing education
\$7-11	Baker	Low	OJT	Continuing education
\$7-9	Bartender	Avg	Vocational	Continuing education
\$7-10	Child Care Worker	High	OJT	License/CDA
\$7-9	Counter Attendant	High	OJT	
\$7-9	Fast Food Cook	High	OJT	
\$7-9	Food Preparation Worker	Avg	OJT	Continuing education/Certificate
\$7-9	Hotel Desk Clerk	Avg	OJT	
\$7-9	Manicurist	High	Cosmetology	
\$7-9	Restaurant Host and Hostess	Avg	OJT	
\$7-9	Kitchen Helper	Avg	OJT	Continuing education
\$7-9	Laundry and Dry Cleaning Worker	Avg	OJT	
\$7-9	Maid and Housekeeper	Avg	OJT	
\$7-9	Short Order Cook	Low	OJT	
\$6-8	Waiter and Waitress	Avg	OJT	

**Notes:**

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Additional Job Information is available on [www.icpac.indiana.edu](http://www.icpac.indiana.edu)

# Protective Services

## Career Cluster Description:

The protective services career cluster includes these occupations:

- Law enforcement officers
- Firefighters
- Fish and game wardens
- Security guards



Law enforcement officers are expected to understand and follow the law. They study constitutional law, civil rights, state and local laws, and accident investigation techniques.

Firefighters must have a high school education as well as pass rigorous tests of physical stamina. Experience as a volunteer fire fighter or training in fire fighting techniques in the military, along with completion of technical college courses in fire science, improve an applicant's chances for appointment.

Most protective service workers are government employees at the local, state, or federal level.

## Employment Outlook:

Demand for protective service workers is spurred by a rising demand for law enforcement and firefighting positions throughout the country. Much of the expected increase in employment of firefighters is likely to occur in smaller communities with expanding populations.

## Area Education Opportunities:

- **McDowell Adult Education Center**  
2700 McKinley Avenue - Columbus, IN 47201  
Phone: 812/376-4451  
[www.bcsc.k12.in.us/schools/McDowell](http://www.bcsc.k12.in.us/schools/McDowell)  
**Programs:**  
General Educational Development (GED)  
English as a Second Language  
Adult Basic Education  
Computer Training  
Adult Secondary Credit Completion  
Connecting with Adult Learner Literacy (reading and math tutors)
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2650 Home Avenue - Columbus, IN 47201  
Phone: 812/376-4240  
[www.c4.k12.in.us](http://www.c4.k12.in.us)  
**Programs**  
Natural Resources  
Law Enforcement
- **Ivy Tech State College**  
4475 Central Avenue - Columbus, IN 47203  
Phone: 812/372-9925  
[www.ivytech.edu/columbus](http://www.ivytech.edu/columbus)  
**Certificates**  
Emergency Medical Technician  
First Responder  
Waste Water Treatment License  
**Degrees**  
Associate Degree in Criminal Justice

# Protective Services Career Cluster

(Sources for the following information: [www.icpac.indiana.edu](http://www.icpac.indiana.edu) and [www.doe.state.in.us](http://www.doe.state.in.us) )

Pay Range <sup>1</sup>	Job Title <sup>2</sup>	Job Demand <sup>3</sup>	Education Requirements <sup>4</sup>	Notes
\$23-32	Safety Engineer	Low	Bachelor's Degree	Certificate
\$19-21	Fish and Game Warden	Avg	Bachelor's Degree	
\$16-27	Fire Inspector	Avg	Associate Degree	Fire Science
\$16-23	Detective and Investigator	Avg		Police Academy Training
\$15-21	Police Patrol Officer	High	Associate Degree	Criminal Justice
\$14-21	Traffic Technician	Avg	Associate Degree	
\$14-21	Firefighter	Avg		Written/Physical Test
\$12-19	Hazardous Materials Worker	High	OJT	License Exam
\$12-14	Corrections Officers	High		Correctional Officer Training
\$10-15	Dispatcher	Avg	OJT	
\$9-13	Animal Control Worker	Avg	OJT	
\$8-12	Security Guard	High	OJT	

**Notes:**

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Additional Job Information is available on [www.icpac.indiana.edu](http://www.icpac.indiana.edu)

# Transportation

## Career Cluster Description:

The transportation industry involves the movement of goods and people over land, sea, or through the air. Workers in the trucking industry are employed as drivers, dispatchers, and transportation managers or supervisors.

The courier service industry, which delivers letters, parcels and small packages, is growing, as “just-in-time” shipping becomes more frequent among business and individuals.

## Employment Outlook:

The number of wage and salary jobs in the transportation industry is expected to grow especially for those interested in driving trucks. Drivers involved in long distance delivery are relatively well paid, yet many leave the career because of the lengthy periods away from home. Finally, the welfare of the industry is greatly influenced by the state of the national and regional economy.

## Area Education Opportunities:

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[www.bcsc.k12.in.us/schools/McDowell](http://www.bcsc.k12.in.us/schools/McDowell)  
**Programs:**  
General Educational Development (GED)  
English as a Second Language  
Adult Basic Education  
Computer Training  
Adult Secondary Credit Completion  
Connecting with Adult Learner Literacy (reading and math tutors)
- **C<sup>4</sup>**  
2650 Home Avenue - Columbus, IN 47201  
Phone: 812/376-4240  
[www.c4.k12.in.us](http://www.c4.k12.in.us)  
**Programs**  
Automotive Technology
- **Indiana University-Purdue University Columbus**  
4601 Central Avenue - Columbus, IN 47203  
Phone: 812/348-7311  
[www.columbus.iupui.edu](http://www.columbus.iupui.edu)  
**Degrees:**  
Bachelor's Degree in Business  
Master's Degree in Business Administration
- **Ivy Tech State College**  
4475 Central Avenue - Columbus, IN 47203  
Phone: 812/372-9925  
[www.ivytech.edu/columbus](http://www.ivytech.edu/columbus)  
**Degrees**  
Associate Degree in Business

# Transportation Career Cluster

(Sources for the following information: [www.icpac.indiana.edu](http://www.icpac.indiana.edu) and [www.doe.state.in.us](http://www.doe.state.in.us) )

Pay Range <sup>1</sup>	Job Title <sup>2</sup>	Job Demand <sup>3</sup>	Education Requirements <sup>4</sup>	Notes
\$34-40+	Air Traffic Controllers	Low		Federal Aviation Admin.
\$21-35	Storage and Transportation Manager	Avg	Bachelors Degree	
\$19-30	Transportation Inspector	Low	Bachelors Degree	
\$13-21	Heavy Duty Truck Driver	Avg	OJT/Certificate	
\$12-21	Transportation Agent	Low	Bachelors Degree	
\$12-20	Material Moving Machine Operator	High	OJT	
\$11-16	Trash Collector	Avg	OJT	Commercial Driver's License
\$10-16	Bus Driver	Avg	Classes	Commercial Driver's License
\$10-15	Dispatcher	Avg	OJT	
\$9-17	Light Truck Driver	High	OJT	
\$9-13	Freight Handler	Avg	OJT	Apprenticeship
\$7-10	Taxi Driver	Low	OJT	Chauffeur's License

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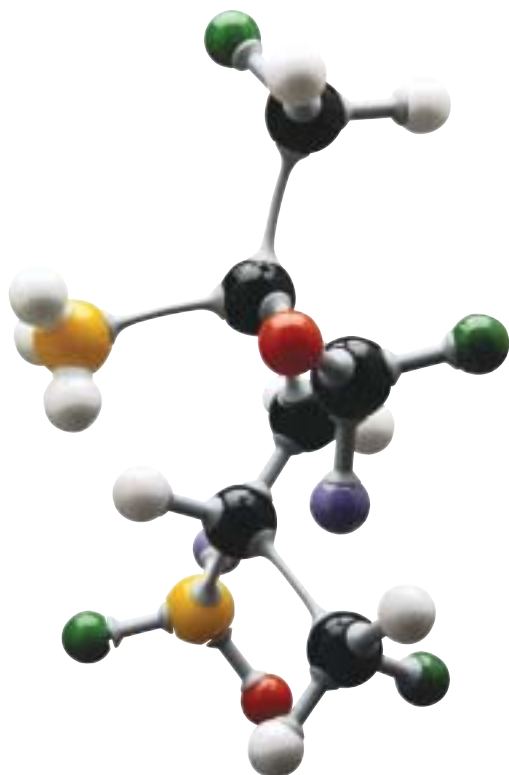
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and the Community Education Coalition.