

UNDERSTANDING THE WORKPLACE



The Ever-changing Workplace and Workforce



of the 21st Century

Spending 20 plus years with one employer is a thing of the past due to many factors, such as:

- Rapid technological changes
- Competitive global markets
- Company downsizing
- Mobile workers

Workforce Changes

- Most new jobs will require education beyond high school, but only 20% of the jobs will require a four-year college degree.
- Of today's high school students, 60% will work in jobs that do not yet exist.

Workforce Changes

- New jobs in Florida will continue to shift to the service industries with more than half of the new jobs in health, business, and retail services.
- In the 21st century, 44% of all jobs will include information management.

The Way We Do Business Will Also Change

- Individuals will need to perform a variety of tasks requiring broader skill areas.
- Individuals will find themselves working in more dynamic group environments.
- Individuals will face the necessity of updating their skills in order to get and keep jobs.

Why Should You Know About Our Economy?

- The impact on community and businesses
- Job opportunities
- Use economic news, local and worldwide, to make career decisions
- All aspects of our free enterprise system impact the consumer

Why Do People Work?

- To earn a living
- To make a contribution
- To meet people
- To satisfy interests
- To use their skills & talents
- To help others
- For personal satisfaction

The World of Work

Definitions

- **Job** – tasks or duties a person performs at the workplace.
- **Occupation** – group of similar jobs found in various organizations.
- **Career** – roles you play in your life, the settings in which they occur, and the major events of your life.

What Is a Free Enterprise?

■ It's all about Economics...

- How people produce, distribute, and use goods and services

■ How the US Economy Works

- Producers
- Supply/Demand
- Profits
- Prices
- Competition

Global Economy

- Links the U.S. economy to other economic systems in the world
- Includes the effect of other countries' economy on U.S.
- Has an impact on U.S. job market
- How does the global economy affect your career decision making?

How Technology Impacts Work

- Creates new businesses and job opportunities
- Some jobs become obsolete
- Provides improved tools and processes for doing work



Technological Innovations in Career Clusters

- Agriculture, Food, & Natural Resources
- Health Services
- Information Technology
- Law, Public Safety, & Security
- Manufacturing
- Others

Be Your Own Boss!

- Advantages
- Disadvantages
- What does it take to run your own business?



It's Not Just a 9 to 5 Job



- Job Sharing
- Consulting/contracting
- Flexible work hours
- Temporary employment

Success in the Workplace Depends on....

- Occupational Skill Levels
- Getting Along With Others
- Computer Literacy
- Problem Solving
- Excellent Math,
Science, and
Communication
Skills
- Ability to take the
Initiative
- Decision-making
Skills

Workplace success also depends on...

- A healthy self image
- One's job satisfaction
- A positive perception of one's relationship to the workplace
- The ability to access the job market, negotiate or bargain for decent wages, and maximize opportunities

Success in the Workplace

- Recognizing the importance of upgrading one's skills and retraining
- The ability to make the most of changing circumstances
- The ability to deal with gender and race role changes and conflicts

Success in the Workplace

- The ability to accept people in a variety of positions regardless of race, ethnicity, gender, class, age, or disability status
- The ability of individuals, employers, and educational institutions to provide supportive structures to help employees combine work and family

Success in the Workplace

Knowing employee rights:

- Americans with Disabilities Act (ADA)
- Child Labor Laws
- Safety
- Working hours
- Wages (minimum wage)

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WORKERS WILL NEED MORE EDUCATION AND SKILL TO WORK!