

# Education for a Job

**S**INCE THE Age of Enlightenment, universal education has been important in creating a world in which all people can flourish to benefit the entire society. Education involves acquiring knowledge and developing cognitive and problem-solving skills.

Education is obtained through formal or informal schooling and other experiences and should be a continuing process throughout your life. Education encourages economic well-being and social benefits for all society.



## Objectives:



1. Explain the benefits of education.
2. Describe the different levels of formal education.
3. Explain continuing education and its importance.
4. Identify sources of education for a job.

## Key Terms:



abroad internship	full-time internship	paid internship
baccalaureate	graduate degree	part-time internship
continuing education	internship	postgraduate internship
education	level of education	postsecondary
formal education	networking	unpaid internship

## Benefits of Education

The process of training and of developing knowledge is called **education**. You must view education as a lifelong process that produces long-term benefits. Education determines the level at which you enter a career. Some benefits of education include:

- ◆ *Increased self-esteem*—Individuals who are educated possess a better image of themselves. They gain confidence as they are exposed to and learn new concepts.



## BROADENING AWARENESS...

### AMAZING ASPECTS: Social Benefits of Education

The obvious benefit of education is its economic effect, but there are also other benefits to be weighed. Education provides social benefits for individuals and society. The better educated you are, the more likely your influence on society will be positive regarding health, parenting, the environment, pollution, and crime. Health effects are reflected in attitudes, such as those toward nutrition, cigarette smoking, and excessive alcohol use. A more educated electorate will be a more informed electorate to bring about lower crime and violence rates, lower poverty rates, and better health and nutrition, all resulting in a better-functioning society.

Education has a multiplier effect. You pass on the benefits of education to your children. Education teaches you resilience to navigate through life and handle economic and other challenges. It helps you be part of a community of healthy, informed, connected citizens.

- ◆ *Ability to accept change*—Education allows individuals to adapt to changes that constantly occur around them. By being exposed to new ideas, educated people are better prepared to accept the changes created by technology.
- ◆ *Ability to establish realistic goals*—Education enables individuals to identify attainable goals. Educated people are also better prepared to develop the ways and means for reaching goals.
- ◆ *Ability to accept new ideas*—Education exposes students to new ideas and concepts. Learning about new subjects prepares students to accept people of different backgrounds. This is increasingly important in today's global economy.

## The Five Typical Levels of Formal Education

**Level of education** refers to the number of years and degrees of formal education completed by an individual. Some jobs require individuals with college degrees, while others require no specific level of education. The typical levels of education are:

- ◆ *Less than high school*—This level includes individuals who attended high school but did not complete it. These individuals are typically limited to low-level jobs; however, their work is important to help support families and the economy.
- ◆ *High school*—This level includes individuals who have completed high school but have not gone on for additional education. The jobs available for these individuals are usually at lower levels.
- ◆ **Postsecondary**—This level usually involves two years of education beyond high school. Community colleges and technical schools are examples of institutions that pro-

vide postsecondary education. The training is often specialized so that individuals can fill jobs that require considerable responsibility.

- ◆ **Baccalaureate**—This level typically involves completing four years of college and receiving a baccalaureate or bachelor’s degree. Colleges and universities provide this level of education. Jobs that require baccalaureate degrees are in technical and other professional areas.
- ◆ **Graduate degree**—This level requires education beyond a four-year college degree. Jobs that require this level of education are highly technical and involve significant responsibilities.

## What Is the Importance of Continuing Education?

**Continuing education** is the education an individual obtains throughout his or her lifetime. Success and advancement on the job are often directly related to the amount of continuing education an employee receives. Continuing education provides benefits to both employees and employers.

### EMPLOYEE BENEFITS

Continuing education:

- ◆ *Enables workers to stay up-to-date*—This is especially important in today’s environment of rapidly changing technology.
- ◆ *Allows employees to be cross-trained*—Through cross-training, workers develop the ability to carry out other jobs in addition to their normal responsibilities.

### EMPLOYER BENEFITS

Continuing education:

- ◆ *Creates better-trained employees*—These individuals are able to handle changes in technology.
- ◆ *Creates more productive employees*—Productivity leads to more efficient business operations.
- ◆ *Results in worker satisfaction*—Employees who feel satisfaction in their work are more productive.



**FIGURE 1.** Graduation is the first step toward a life of continuing education to improve your quality of life.

## CONTINUING EDUCATION SOURCES

Continuing education can be obtained from various sources. Among them are:

- ◆ *Workshops and seminars*—These are provided by trade organizations and community colleges.
- ◆ *Professional organizations and associations*—These hold local, state, and national meetings. Such meetings provide excellent networking opportunities. **Networking** is the interaction among workers who hold similar jobs but for different organizations.
- ◆ *Journals, newsletters, and magazines*—These provide the latest information on job-related topics.



FIGURE 2. Job success is dependent on your education.

## How Can Education Prepare You for a Career?

A variety of educational sources are available to help you prepare for a job and career.

**Formal education** is learning in a school setting. This includes education in high schools, community colleges, and universities.

Continuing education may be offered through a school or other organization. It covers topics that are of use to people doing a specific job and learning a specific skill.

**Internship** is a period during which a student or recent graduate undergoes supervised practical training. All internship activities are carried out under experienced supervisors. There are many types of internships:

- ◆ **Full-time internship**—This type allows a student practical training of approximately 40 hours per week. The time an internship takes is usually set by the school.
- ◆ **Part-time internship**—This type allows a student practical training of less than 40 hours per week.



FIGURE 3. Receiving your degree is the beginning of the continuing education you will need to pursue for life and career success.

- ◆ **Paid internship**—This type involves gaining work experience in a professional service or industry. A student works for and is paid by someone else.
- ◆ **Unpaid internship**—This type involves the same experiences and time commitment as a paid internship, but the student is not paid.
- ◆ **Postgraduate internship**—This type must be completed after receiving a baccalaureate degree. Often prerequisites must be achieved before a student is accepted into the internship. Sometimes a student must pay to participate in a postgraduate internship.
- ◆ **Abroad internship**—This type involves supervised practical training in another country. Advantages of this type of internship may be learning a new language, adding culture to the educational experience, and forming relationships with people of other countries.

## Summary:



The process of training and of developing knowledge is called education. You must view education as a lifelong process that produces long-term benefits. Education helps you develop self-esteem, the ability to adapt to change, the ability to establish realistic goals, and the ability to accept new ideas.

Level of education refers to the number of years and degrees of formal education you complete. Your job qualifications increase as you finish each level—high school, postsecondary education, college, and graduate school.

Continuing education is the education you obtain throughout your lifetime. Success and advancement on the job are often directly related to the amount of continuing education an employee receives.

Job and career preparation may continue beyond your formal education through internships that may be full- or part-time, paid or unpaid, postgraduate, or abroad.

## Checking Your Knowledge:



1. Define benefits of education.
2. Explain five levels of formal education.
3. What are some methods of securing continuing education?
4. How do employees and employers benefit from continuing education?
5. Explain six types of internships.

## Expanding Your Knowledge:



Internships are on-the-job training for white-collar and professional positions. Professional internships are the equivalent of apprenticeships for trade and vocational

workers. An internship is a way for a young person to get experience before he or she is fully qualified for a position or field.

Internships provide an excellent way to determine if a field interests you. Use the Internet, your school counseling office, or organizations in your community to see what internships might be available to you. Most internships are awarded to college students or new graduates, but some are available for high school students.

## Web Links:

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### **Social and Nonmarket Benefits from Education in an Advanced Economy**

<http://bostonfed.org/economic/conf/conf47/conf47g.pdf>

### **The Impacts of Education on Crime, Health and Mortality, and Civic Participation**

<http://www.voxeu.org/article/wide-ranging-benefits-education>

### **Formal vs. Informal Education**

<http://enhancinged.wgbh.org/started/what/formal.html>

### **Canadians Seeking Education to Boost Job Prospects: National Survey**

<http://www.theglobeandmail.com/news/national/women-focused-on-education-as-ladder-to-jobs-statscan-survey/article12822146/>