

Making A Job Change

Introduction

Job change may involve not only changing who you work for, but changing the kind of work you do.

Most adults recognize that a job change in mid-life is a major decision to make. When trying to think about the good and not-so-good aspects of starting a new job, do you say:

“I am too old.”

“I already have a good enough job.”

“I have children to support.”

“I can’t afford to quit my job and go to school.”

Believe it or not, there are ways to go into a new job with very little risk to the security you have. There are talents you probably don’t even realize you have. Let’s try to find out what those special qualities and talents are that make you a unique individual.

Identifying Strengths And Special Skills

Before you actually start pursuing a job change, you must know what you want. It may be to your advantage to choose a field where you already have some experience. If you choose this route, there may be no need for further training before attempting to get the job you want.

On the other hand, training programs may enhance your experience. The experience you take with you when applying for

a new job will give you an edge over those who have less experience. To help you make a wise decision about the type of job you want, identify your strengths and special skills.

It is important to put your thoughts on paper. Listed below are some questions that will help you discover your interests and special skills. Taking time to answer these questions will help you decide about making a job change.

⌘ What are three activities you enjoy doing in your spare time?

⌘ What are three things you do well?

⌘ What would you like to change about your present job?

⌘ What are three goals you have for next year?

⌘ What are your goals for the next five years?

Important Points To Consider

When looking for a better or different job you should consider the following questions.

- ℵ Would I enjoy this new job?
- ℵ What could I offer to this particular job?
- ℵ How much can I expect to earn working in this particular field?
- ℵ What types of retirement benefits does the job offer?
- ℵ Is health insurance provided for employees and their families?
- ℵ Can I expect paid-vacation time?
- ℵ Is there a need for workers in this field in my town now, or will I have to move to find a job?
- ℵ How hard is it to move up the ladder in this particular field?
- ℵ How much education and training is required?
- ℵ Will my past work experiences help me?

After you have answered the questions, sit back and review everything you have written. Weigh the good and bad points about changing jobs at this time in your life.

Examining Skills And Talents

If you have been working at the local sewing plant but want to get into a whole new field of work, start by examining your skills and talents in the field you wish to enter. For example, cooking may be one of your special talents. If you enjoy cooking, you might consider a job in some area of food service. You would be using a talent you already have to make a career change. Visit the following places to find out about food service jobs:

Restaurant

School or public cafeteria

Prison kitchen

Hospital kitchen

Bakery

Child care center

If you enjoy taking care of the lawn, gardening, or working with plants, put your talents to work in horticulture, landscaping, or irrigation. Look into the following places for a job in this area:

Landscaping companies

Golf courses, parks

Nurseries, greenhouses

City, state or national parks or forests

Lawn care services

If you have pets and enjoy working with animals, a career in animal care might be of interest. Visit the following places to get information about work in an animal related field:

Kennels

Pet stores

Science laboratories that have animal research

The Humane Society

Zoos

Veterinary clinics

If you have experience working with cattle, horses, or other large animals, you may find opportunities as a:

Farm or ranch hand

Stable hand or groomer

Auction employee

Race track worker

Amusement or animal park trainer or animal handler

Financial Considerations

A new job must provide enough income to pay your monthly expenses. Deciding the financial implications of a job change requires looking at your budget. An example of a budget plan is listed on the next page for you to complete.

- List all your fixed (monthly or weekly) expenses, such as rent or a mortgage payment. If your new job requires you to move, what will your rent or mortgage payment and other fixed expenses be?

- Write down estimates for bills that may vary from month-to-month such as the electric or gas bill, child care, or food costs. Will these be different if you change jobs? For example, if uniforms are provided, will your clothing costs be less? Will any meals come with the new job? What benefits will you lose?

- After you have filled out these items, add up the expenses. Write this amount on the Total expenses line and as item 4.

- Write down your Total money earned per month now and in the new job (item 1).

- Subtract your Taxes (item 2) from your Total money earned (item 1).

- Write this amount in as Take home pay (item 3).

- Subtract the Total expenses (item 4) from Take home pay (item 3).

- Write this amount in as your Money left over (item 5).

Now you have a better idea of whether the new job will meet your financial needs.

Summary

Even if you are interested in a field in which you have limited experience, don't let that stop you. Take advantage of available training programs. Build a reputation at work that shows you have confidence in your ability and can make decisions, finish tasks, meet deadlines, work without direct supervision, focus on your job, and organize your daily routine. Keep in mind jobs you enjoy and will take pride in doing while making a living for you and your family.

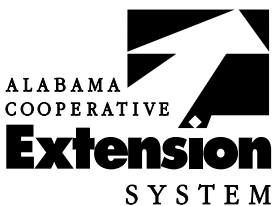
Visit your local employment commission for information on different careers, training programs, or job placement services. Read about jobs in the newspaper or at the local library or observe someone doing a job that interests you.

A job change is a major decision to make in your life. Don't be afraid to change your line of work. Check out all options and make it a smart move.

References

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	CURRENT JOB	NEW JOB
HOUSING EXPENSES		
Rent or mortgage payment Taxes Maintenance and repair Furniture rental/payments Household supplies		
INSURANCE Life Auto Property Medical		
CAR NOTE		
LOAN PAYMENTS		
FLEXIBLE EXPENSES Credit card payments Food (per week x 4) Utilities Gas Electric Cable Phone Water, sewer, garbage		
CLOTHING, UNIFORMS		
PERSONAL ITEMS (tools, haircare, tobacco, alcohol)		
RECREATION		
CHURCH DONATIONS AND GIFTS		
AUTO UPKEEP License, inspection Gas Oil Repairs Car fare, bus, transportation		
MEDICAL OR DENTAL BILLS, Medicine not covered by insurance		
CHILD CARE (PER WEEK x 4)		
TOTAL EXPENSES (enter as item 4 below)		
ITEM/FOR A MONTH	CURRENT JOB	NEW JOB
1. Total money earned	_____	_____
2. Taxes	_____	_____
3. Take home pay	_____	_____
4. Total expenses		
5. Money left over		



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