

Careers in Management

As business operations in this country and throughout the world become more complex, the need for salaried managers is expected to increase rapidly because of the growing dependence of business organizations and government agencies on professional managers. A professional manager is a salaried expert, trained by education and experience to manage any type of organization - be it a government agency, business, restaurant, hospital, hotel/motel, social, educational or service organization. As the size and complexity of an organization's operations increase, so do its layers of management. It's hard to describe a manager's opportunities because there are so many different types and levels of managers.

Career Paths Available to Management Graduates:

- Personnel Recruiting
 - Personnel Selection
 - Training and Development
 - Human Resource Generalists
 - Management Consultants
- **PERSONNEL RECRUITING** - Due to the continuous increase in complexity associated with many of today's jobs, and a significant shortage of qualified job applicants, personnel recruiting has become a high growth area. Recruiters identify potential applicant pools and strategies for attracting qualified job applicants.
- **PERSONNEL SELECTION** - Based on a thorough understanding of the qualifications of a particular job (established by HR staff through job analyses), selection and placement specialists determine who are the most qualified applicants--from among those recruited--for potential job offers. Selection specialists are trained in effective interview techniques and the use of various assessment instruments.
- **TRAINING AND DEVELOPMENT** - As noted above, today's business environment is continually changing and becoming increasingly more and more complex. Consequently, it is vital to maintain a qualified workforce. This means continuous improvement and continuous learning. Training and development specialists assure that employees continue to grow and learn on the job so as to keep pace with the new challenges and take advantage of new opportunities.
- **HR GENERALISTS** - Small to midsize organizations require the knowledge and skills possessed by HR staff but may lack the budgets to support an entire HR department. HR generalists are able to perform all of the major functions of HR and serve as the "in-house" expert for this kind of skill and knowledge. Considering that the vast majority of businesses in this country are of the "small business" variety, HR generalists are in heavy demand.

- Management Consultants - Working as independent agents, or members of large consulting firms, management consultants offer expert advice and assistance to managers, as needed. Within the HR/OB area, consultants offer assistance in executive recruiting, compensation programs, healthcare services, equal opportunity and employment law, training and development, and organization development. Management consultants also help organizations implement new management processes and practices. For example, helping companies establish human resource information systems, leadership development programs, telecommuting policies and practices, contingent work arrangements, organizational restructuring, and reengineering.

Management has a variety of environments including occupations in the following areas:

- ❖ Retail & Wholesale Trade Health Services
- ❖ Restaurants/Food Service Communications
- ❖ Banking and finance Transportation & Public Utilities
- ❖ Hotels and Motels Non-Profit Organizations
- ❖ Manufacturing Publishing
- ❖ Advertising & Marketing Insurance & Real Estate
- ❖ Computer Technology Entertainment & Recreation
- ❖ Service Organizations Construction