## CAREER PATHWAYS FOR ADULT EDUCATION

# **ABOUT CAREER PATHWAYS**

Career Pathways combine education, work readiness and job training to attain necessary skills and credentials for specific in-demand occupations or industries. Career Pathway maps illustrate how students can move along a career path in a specific occupational area from adult education through post-secondary or advanced job-training programs and into employment. To advance along a career pathway more quickly, explore opportunities to participate in education and training concurrently. It is suggested that this map be used in conjunction with information on specific education and training programs in Wyoming or in your local area.

Law, Public Safety, Corrections, & Security

Human Services Career Cluster

**Sector Description:**

The transportation sector includes occupations that focus on planning, managing, and providing legal, public

Safety, protective services, and homeland security, including professional and technical support services.

Name:\_\_\_\_\_\_\_\_\_\_\_\_

**Sample Entry or Certificate Options**

Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Bailiff

**Sample Advanced or Degree Options**

Police & Sheriff’s Patrol Officers

**Sequential -or- Concurrent**

Fire Inspector & Investigator

#### Adult Education

-Core Skills: Reading, Writing, Math, Science

-English Language Skills

-Career Exploration & Planning

-High School Equivalency Preparation

-Employability Skills & Digital Literacy

-Integrated Education and Training

-Work Experience Trainings

Judge

Court, Municipal & Licenses Clerk

Digital Forensics Analyst

Court Reporter

Paralegal

Lawyer

Arbitrator

Correctional Officer & Jailer

##### Additional Occupational Options

* Fish & Game Warden **Customized Pathway-Jobs/Courses**
* Adjunicator
* Detective
* Transit & Railroad Police
* Legal Support Workers
* TSA Officer
* Homeland Security Officer

## CAREER PATHWAYS FOR ADULT EDUCATION- Law, Public Safety, Corrections & Security

**ADULT EDUCATION-High School Equivalency (HSE)**

**Median Wages: $10.49 Hourly / $21,818 Annual**

Many jobs require a high school diploma/equivalent. The official HSE tests (GED or HiSET)

require that students demonstrate proficiency in English, reading, writing, math, science

and social studies.

**SKILLS**

* read for comprehension
* understand math and its practical applications to the career
* using scientific rules & methods to solve problems
* effective oral and written communication skills
* strong critical thinking abilities: use of logic and reasoning to identify strengths and

weaknesses of alternative solutions, conclusions or approaches to problems.

* Digitally literate: proficient in Word, Excel and Powerpoint

Bailiff

Median Wages: $23.60 Hourly / $49,100 Annual

**Description**: Maintain order in courts of law..

**Job Duties**

* Screen persons entering courthouse using magnetometers, x-ray machines and other devices to collect and retain unauthorized firearms and other contraband
* Escort prisoners to and from courthouse and maintain custody of prisoners during court proceedings
* Maintain order in courtroom during trial and guard jury from outside contact
* Provide security by patrolling interior and exterior of courthouse and escorting judges and other court employees
* Guard lodging of sequestered jury

**Court Clerk**

**Median Wages: $21.22 Hourly / $44,140 Annual**

**Description:** Perform clerical duties for courts of law, municipalities or governmental licensing agencies and bureaus. May prepare docket of cases to be called; secure information for judges and court; prepare draft agendas or bylaws for town or city council; answer official correspondence; keep fiscal records and accounts; issue licenses or permits; and record data, administer tests or collect fees.

**Job Duties**

* Evaluate information on applications to verify completeness and accuracy and to determine whether applicants are qualified to obtain desired licenses
* Perform administrative tasks, such as answering phones, filing documents, etc.
* Verity the authenticity of documents such as foreign identification or immigration documents
* Record and edit the minutes of meetings and distribute to appropriate individuals
* Question applicants to obtain required information, such as name, address, age, etc..

**Police & Sheriff Patrol Officer**

**Median Wages: $31.63 Hourly / $65,790 Annual**

**Description:** Maintain order and protect life and property by enforcing local, tribal, state or federal laws and ordinances.

**Job Duties**

* Identify, pursue, and arrest suspects and perpetrators of criminal acts
* Provide for public safety by maintaining order, responding to emergences, protecting people and property, enforcing motor vehicle and criminal laws and promoting good community relations
* Record facts to prepare reports that document incidents and activities
* Render aid to accident victims and other persons requiring first aid for physical injuries
* Review facts of incidents to determine if criminal act or statue violations were involved

**Paralegal**

**Median Wages: $28.46 Hourly / $59,200 Annual**

**Description:** Assist lawyers by investigating facts, preparing legal documents, or researching legal precedent. Conduct research to support a legal proceeding to formulate a defense, or to initial legal action.

**Job Duties**

* Prepare affidavits or other documents, such as legal correspondence
* Prepare for trial by performing tasks such as organizing exhibits
* Investigate facts and law of cases and search pertinent sources, such as public records and internet sources

**Lawyer**

**Median Wages: $65.26 Hourly / $135,740 Annual**

**Description:** Represent clients in criminal and civil litigation and other legal proceedings, draw up legal documents, or manage or advise clients on legal transactions..

**Job Duties**

* Present evidence to defend clients or prosecute defendants in criminal or civil litigation
* Interpret laws, rulings and regulations for individuals and businesses
* Analyze the probable outcome of cases, using knowledge of legal precedents
* Select jurors, argue motions, meet with judges and question witnesses during the course of a trial

**OTHER OCCUPATION: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Median Wages:**

**Description:**

**Job Duties**