

Human Services Careers

MCC is a smart pathway into
Human Services Careers

*For more information,
visit www.mcc.edu
or call (810) 762-0200*



MOTT COMMUNITY
COLLEGE

The Smart Choice

HUMAN SERVICES CAREERS

Human Services careers are related to economic, political and social systems. These include education, government, law, law enforcement, leisure and recreation, military, religion, child care, social services and personal services.

Would You Be Attracted to Human Services Careers?

Human Services careers appeal to people who enjoy interacting with other people and who are interested in helping people solve their problems.

- Are you friendly, open, understanding and cooperative?
- Do you like to work with people to solve problems?
- Do you feel it is important to do something that makes things better for other people?
- Do you like to help friends and family with problems?
- Do you enjoy reading, storytelling, traveling or tutoring young children?

Human Services Careers: National Career Clusters

National Career Clusters



Planning, managing and providing education and training services and related learning support services.



Preparing individuals for employment in career pathways that relate to families and human needs.



Executing governmental functions to include governance, national security, foreign service, planning, revenue and taxation, regulation, and management and administration at the local state and federal levels.



Planning, managing and providing legal, public safety, protective services and homeland security, including professional and technical support services.

MCC Programs

- Elementary & Secondary Education
- Paraprofessional in Education
- Two Year Transfer Programs
- Child Development Associate Credential
- Early Childhood Education
- Cosmetology/Cosmetic Services
- Nail Technician/Salon Management
- Hair Care Salon Management
- Interpreter Education
- Nanny Child Care Professional
- Social Work Technician
- Two Year Transfer Programs
- Criminal Justice
- Geographic Information Systems
- Two Year Transfer Programs
- Corrections Preparation
- Criminal Justice
- Fire Protection Technology
- Two Year Transfer Programs



What Human Services Careers can students prepare for at Mott Community College?

MCC can help you complete or begin almost any Human Services related career. Jobs in this field will require different levels of education depending on the specific responsibilities. Some jobs may only require several months of training while others may require one to two years of college education or a Bachelor Degree (four years) or more of education. MCC is a college uniquely designed to help students achieve or start any level of education and job training in Human Services.

MCC Occupational Programs & Careers

...job skills in two years, one year or less

The MCC occupational Associate Degree programs, certificates and alternative training options are designed to prepare students for immediate employment in specialized areas of health, business, technology, human services, and industry.

Associate of Applied Science (AAS) Degree

Designed to prepare students for immediate employment in specialized areas in health, business, technology, human services, and industry. Although this degree prepares students to enter the world of work, many AAS graduates do transfer to four-year institutions to continue their education while working.

Certificate

Programs of study requiring approximately one year of full-time course work, designed for entry-level employment.

Alternative Training

A course or clusters of courses that provide specific occupational skills/credentials or satisfy the qualifications needed for "Industry Certification" standards. Many of these training options are 15 weeks or less.

The programs listed on the next several pages are the Human Services related occupational degrees, certificates and training options that are available at MCC.

Starting your Bachelor Degree at MCC

...start here, finish there

If the Human Services occupation you are interested in requires four or more years of college, you can start at MCC and finish at the four-year college of your choice. MCC counselors and advisors assist students in developing their plans for transferring to four year colleges and universities. Students may take up to two years towards a four-year degree at Mott Community College and then transfer to a four-year college or university.





Education & Training Careers relate to planning, managing and providing education and training services, and related learning support services.

Elementary & Secondary Education

Associate of Arts or Science

*Counseling & Student Development (810) 762-0111
Mott Prah! College Center*

The Associate of Arts Degree is designed primarily for students who plan to transfer to a university and pursue a major in the humanities, fine arts and/or social sciences, or who plan to earn a degree in a professional field such as teaching.

The Associate of Science (AS) Degree is designed primarily for students who plan to transfer to a four-year college or university with a major in natural or physical science, mathematics, or in preparation for professional fields such as medicine, dentistry, dietetics, environmental science, natural resources or engineering.

Paraprofessional in Education Certificate & Associate in Applied Science

*Social Sciences Division (810) 762-0332
Mott Memorial Building MMB2005*

This program is competency based and focuses on the paraprofessional in an education setting. Students who complete the Paraprofessional in Education program are eligible for positions as Title I Paraprofessionals, classroom paraprofessionals, educational tutors or support personnel in public or private schools.

This certificate program is designed for people who are currently working as paraprofessionals in education and for those who wish to enter the field. This certificate fulfills the requirements of Title I eligibility. Some courses in this program may transfer to four-year institutions in their teacher training programs, but this certificate is designed to fulfill the needs of those paraprofessionals who are not planning to obtain a four-year degree. This program requires 60 credits – it does not fulfill the requirements of an Associate Degree program.



Human Services Careers prepare individuals for employment in career pathways that relate to families and human needs.

Early Childhood/Child Development

Child Development Associate Credential Alternative Training

*Social Sciences Division (810) 762-0332
Mott Memorial Building MMB2005*

The Child Development Program offers fourteen credit hours to help students become eligible to apply for the National Child Development Associate (CDA) Credential. This allows the student to seek employment as a director of a child care center and/or employee of Head Start. These fourteen hours can also qualify as credit towards the Associate Degree program in Early Childhood Education.



Elementary & Secondary Education

Early Childhood Education Associate in Applied Science

Social Sciences Division (810) 762-0332
Mott Memorial Building MMB2005

This program is competency based and focuses on the National Child Development Associate Credential (CDA) standards. Students who are taking Early Childhood Education courses are eligible for positions as day care and family day care workers; before and after school programs; Head Start and various other agencies. A current Child Abuse & Neglect Central Registry (CA/NR) clearance must be obtained from the Michigan Department of Human Services. A copy must be on file in the Social Sciences Office, MMB 2002, prior to the first class meeting.

Early Childhood Education Special Needs

Associate in Applied Science

Social Sciences Division (810) 762-0332
Mott Memorial Building MMB2005

Students enrolled in this program will study exceptional children. Exceptional children are those who require special education and related services, if they are to realize their full human potential. Special Education instruction, including adapted materials, equipment and/or facilities, and teaching techniques, will be introduced. Graduates of this program will be able to apply for positions as Head Start teachers, child care workers in residential programs, paraprofessionals and assistants in related service agencies.



Nanny Child Care Professional

Nanny Child Care Professional Alternative Training

Social Sciences Division (810) 762-0332
Mott Memorial Building MMB2005

The Early Childhood Education Program offers a multi-faceted training program to help students become eligible to apply for a position as a nanny. Employers give preference to students who complete this course of study. A student may elect to obtain a Nanny Professional Certification or to apply ECED and ECES credits towards the Associate Degree in Early Childhood Education.

Interpreter Education Associate in Applied Science

Humanities Division (810) 762-0471
Curtice-Mott Complex CM1101

The program in interpreting prepares students to communicate effectively in American Sign Language (ASL) and other forms of sign communication. Upon successful completion of the program, students will have basic entry level skills in sign language interpreting/transliterating and a working knowledge of the Registry of Interpreters for the Deaf (RID) and National Association of the Deaf (NAD) Code of Ethics. This program provides for interaction with the local deaf community, deaf instructors and deaf tutors.

Social Work Technician Associate in Applied Science

Sciences Division (810) 762-0332
Mott Memorial Building MMB2005

This program prepares graduates for employment in the social services field by providing understanding of the methods, skills, philosophy and human behavior necessary to perform in a social services setting. Students learn to do intake, interviewing, and crisis intervention referral by spending time in an agency to learn on-the-job skills. The program prepares graduates to qualify for registration as a Social Service Technician under the Michigan Bureau of Health Professions. Employment opportunities exist in social work, agency work and/or substance abuse treatment.

Cosmetic Services/Cosmetology

Cosmetic Services

Certificate

Business Division (810) 762-0429

Curtice-Mott Complex CM2133

This program provides the student three career options in the cosmetic services field, including two State of Michigan Specialty licenses as an Esthetician or Electrolysis Specialist, or a certificate in Massage Therapy. It will also provide necessary business education to assist the student in advancing their business and career.

• Esthetician

This 400 hour State Specialty license will provide students the knowledge to help maintain the health of the facial and body skin by using correct cleansing methods, increasing circulation, relaxing nerves and activating the skin glands and metabolism through massage. Successful completion of this course will enable the student to take the State Board examination for licensure. Students will receive 7 credit hours for the passage of the State Licensing Exam or a current State of Michigan Esthetician Specialty License.

• Electrolysis

This 400 hour State Specialty license will provide students the specialized instruction and application of permanently removing all types of unwanted hair. Successful completion of this course will enable the student to take the State Board examination for licensure. Students will receive 7 credit hours for the passage of the State Licensing Exam or a current State of Michigan Electrolysis Specialty License.

• Massage Therapist

This 600 hour certificate program will provide students with massage techniques which involve systematic manual or mechanical manipulations of the soft tissue of the body for therapeutic purposes. Students completing this course successfully will be prepared and eligible to take the National certification examination administered by the National Certification Board of Therapeutic Massage and Bodywork (NCBTMB). Students will receive 7 credits for a current massage therapy certificate (an official transcript on school letterhead must be sent to the MCC Registrar).

Cosmetology

Certificate

Business Division (810) 762-0429

Curtice-Mott Complex CM2133

This state licensed program provides for the required 1500 hours of specialized instruction and application of skills necessary to pass the State Board of Cosmetology Licensing Exam. Hair cutting, hair coloring, chemical relaxing, permanent waving, and nail technician training are included in this program. The student will gain practical experience in a beauty salon environment while working on public clients under the supervision of state licensed cosmetology instructors.

Nail Technician

Alternative Training

Business Division (810) 762-0429

Curtice-Mott Complex CM2133

This program is designed to prepare the student for the State Board of Cosmetology Nail Technician licensing exam. The Nail Technician is one of the fastest growing and most creative professions in the cosmetology profession. This program offers the latest nail technology and equipment in a professional comfortable environment. Manicuring, pedicuring, and artificial nail applications are some of the topics taught in this program.



Nail Technician/Salon Management

Certificate

Business Division (810) 762-0429
Curtice-Mott Complex CM2133

This state licensed program provides for the required 400 hours of specialized instruction and application of skills necessary to pass the State Board exams for a Specialty License in Nail Technology. This certificate offers the latest in nail technology and necessary business education classes to assist the Nail Technician in their business and career business education component consists of classes in accounting, business math, computer applications, purchasing and marketing.

Cosmetology/Nail Technology Student Instructor

Certificate

Business Division (810) 762-0429
Curtice-Mott Complex CM2133

This state licensed program provides the required 300 hours for the Nail Technology Instructor, 500 hours for the Cosmetology Instructor, and specialized instruction necessary to pass Michigan's State Board Instructor's Licensing Exam. It also prepares the student for many career options such as teaching in private or public Cosmetology/Nail Technology schools, owning or managing a school, platform artist, demonstrator, product educator, or State Board examiner. This certificate consists of courses that will help the student understand human behavior, business practices and procedures, and will enhance their writing and speaking skills.

Hair Care Salon Management

Associate in Applied Science

Business Division (810) 762-0429
Curtice-Mott Complex CM2133

This program is designed to provide the prospective hair care professional with the additional business and management skills needed to establish a successful small business. A hair care professional with a current State of Michigan Cosmetology or Barber license will be granted 22 credits to apply towards this program.



Government & Public Administration
Careers relate to executing governmental functions to include governance, national security, foreign service, planning, revenue and taxation, regulation, and management and administration at the local, state and federal levels.

Criminal Justice

Associate in Applied Science

Social Sciences Division (810) 762-0332
Mott Memorial Building MMB2005

This program is designed to provide education for students desiring to work in various areas of criminal justice, including township, local, state and federal law enforcement programs and juvenile, county and state correction agencies. Graduates of this program may find job opportunities in the security forces of local business and industrial firms. Students who plan to follow careers in social work, law, journalism, child care, para-legal, gerontology and special education may also be interested in courses in criminal justice.



Criminal Justice

Certificate

Social Sciences Division (810) 762-0332
Mott Memorial Building MMB2005

This program is a shortened version of the Associate Degree program. It is designed to provide specialized education for students desiring qualifications to work in a variety of entry-level positions and gain knowledge and application of criminal justice techniques and procedures.

Geographic Information Systems Associate in Applied Science

Social Sciences Division (810) 762-0332
Mott Memorial Building MMB2005

A program that provides the opportunity to learn and obtain experience with the creation and analysis of geographic/spatial data. This technical discipline has advanced considerably from its roots in computer mapping. This MCC program prepares graduates for employment as a Geographic Information Systems (GIS) technician. It is also intended to enhance the skills of individuals who have technical and professional skills and interests in the allied fields of database management, marketing analysis and the study of spatial data outside of the field of geography. Individual courses may be beneficial to those performing demographic studies, facility management, land use analysis and a variety of computer and engineering models.



Law, Public Safety, Corrections & Security Careers relate to **planning, managing, and providing legal, public safety, protective services and homeland security, including professional and technical support services.**

Corrections Preparation Alternative Training

Social Sciences Division (810) 762-0332
Mott Memorial Building MMB2005

MCC offers the state-certified fifteen credits in corrections courses required to help students become eligible to apply for positions of corrections officer with the Michigan Department of Corrections. Preference in hiring is given to students who complete the corrections courses with a 2.0 GPA or better.

Criminal Justice

Certificate & Associate in Applied Science

Social Sciences Division (810) 762-0332
Mott Memorial Building MMB2005

See previous page for career pathway description.

Fire Protection Technology Associate in Applied Science

Technology Division (810) 762-0500
Regional Technology Center M-TEC RTC2700

This program is designed to provide education for those who are presently members of a municipal or industrial fire department and wish to improve their supervisory or administrative skills, as well as those students aspiring to become members of a municipal fire department and hope to enhance their employment opportunities by acquiring a degree in this profession.



Is College Right For Me? *College is For Everyone!*

By studying hard, planning strategically and leveraging the right resources, students can succeed in high school, college and in life. MCC is focused on student success from admission to enrollment and to graduation and beyond. MCC is committed to providing the assistance for a smooth transition to college. Call (810) 762-0200 or visit us online at www.mcc.edu.

When Should I Begin Career Preparation Activities? *NOW!*

- If you are a high school student, talk with your counselor.
- For others interested in exploring college options contact a Mott Community College counselor or advisor. Call (810) 762-0200.

What Classes Should I Take In High School For Human Services Careers?

Take advantage of your high school curriculum to prepare you for future success! The following academic courses are recommended for students interested in pursuing careers in human services:

GRADE	ENGLISH/ LANGUAGE ARTS	MATH	SCIENCE	SOCIAL STUDIES/ SCIENCES	TECHNICAL COURSES
9	English/ Language Arts I	Algebra I	Earth, Life or Physical Science	State History/ Civics	Introduction to occupational career selected
10	English/ Language Arts II	Geometry	Biology	U.S. History	Continue courses based on career path
11	English/ Language Arts III	Algebra II	Chemistry	World History/ Sociology *Dependent on chosen career	Continue courses based on career path
12	English/ Language Arts IV	*Dependent on chosen career	*Dependent on chosen career	*Dependent on chosen career	Continue courses based on career path

All plans of study should meet local and state high school graduation requirements and college entrance requirements. Certain local student organization activities are also important including public speaking, record keeping and work-based experiences.

**Talk to your high school counselor for specific recommendations regarding your chosen career cluster.*

Can High School Students Earn College Credit? **YES!**

There are a number of ways for students to earn college credit while in high school. Talk with your high school counselor for additional information.

- **Advanced Placement Program**

The Advanced Placement Program, commonly known as Advanced Placement, or AP, offers high school students the opportunity to receive university/college credit for their AP classes taken in high school. Credit is based on successful completion of the AP exam.

- **Articulation**

Articulation is a process that allows students to apply credit for high school and career center courses to a certificate or Associate Degree at Mott Community College. Mott Community College has Articulation agreements with various high schools. Refer to our website at www.mcc.edu or contact your MCC or high school counselor or advisor for more information.

- **Dual Enrollment**

Dual enrollment allows public high school students that meet proper requirements to enroll in college courses. Their high school district will pay a designated amount for these college classes.

- **Early Admit**

Early Admit allows public high school students that do not meet the dual enrollment requirements, private school and home school students, to enroll in college courses at Mott Community College with parental and school permission.



How Do Career Pathways & Clusters Help You?

- They help you examine interests, goals and talents and see how they relate to a chosen career
- They help you see how school subjects relate to the world of work
- They challenge you to develop high academic skills
- They help you learn about career opportunities

Michigan Career Pathways/Federal Career Clusters

Career Pathways and Career Clusters are broad groupings of careers that share similar characteristics and employment requirements. Almost all occupations fall into one (or more) of the career pathways. Workers within a career pathway often share many common interests, strengths and competencies.

Career Pathways	Career Clusters
ARTS & COMMUNICATIONS	Arts, A/V Technology & Communications
BUSINESS & INFORMATION TECHNOLOGY	Business, Management & Administration Finance Hospitality & Tourism Information Technology Marketing, Sales & Service
ENGINEERING, MANUFACTURING & INDUSTRIAL TECHNOLOGY	Architecture & Construction Manufacturing Science, Technology, Engineering & Mathematics Transportation, Distribution & Logistics
HEALTH SCIENCES	Health Sciences
HUMAN SERVICES	Education & Training Human Services Law, Public Safety & Security Government & Public Services