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## Great Part-Time Jobs for Retirees

Many adults nearing retirement age count down the days until they can bid adieu to the daily tasks of commuting and working so they can enjoy much more time for recreation, travel or whatever it is they aspire to do. As enticing as unending free time may seem, some retirees find it is not ideal to be entirely free from the responsibility of working. As current seniors can attest, inflation can drive up the costs of living, meaning that seniors who were once able to afford a certain retirement lifestyle may no longer enjoy that hard-earned luxury. Others may miss the daily opportunities to socialize that working provides, or the way problem-solving on the job stimulates the brain. But even retirees who miss working may not be ready to return to the workforce full-time. That can make part-time employment an ideal fit for mature workers.

Here's a look at some part-time positions that could be a good fit for older adults reentering the workforce.

#### Retail sales associate

Working in retail opens seniors up to a wide array of responsibilities and scenarios. Jobs may include greeting customers, making sales, putting out inventory, and helping customers select merchandise. Being personable and having good customer service skills are necessary traits to have when working in retail. Many stores offer part-time employees flexible hours so schedules can be customized.

#### Consultant

Retirees who loved their job but wanted to spend less time doing it can return as consultants. According to The Balance: Money, individuals often find they earn more



per hour working as consultants than they did as full-time staff members. Consulting is a way to share expertise and experience without making a full-time commitment.

#### Customer service representative

A customer service representative is tasked with helping customers solve problems and ensuring customer satisfaction. He or she may work in a traditional office or store location, or answer calls and resolve issues from home.

#### School positions

Retirees may want to consider jobs working in schools or in related capacities. Driving a school bus is an option if people are willing to undergo the proper training and licensing to operate this type of vehicle. Seniors also may consider working as lunchroom aides or lunch service providers, crossing guards, substitute teachers, and paraprofessionals. School employees will only work a few hours during the day. They'll also enjoy many holidays off as well as summer vacations.

#### Receptionist

Receptionists greet patients or customers in office settings. According to AARP, they are the welcoming faces of organizations. Answering phones and light clerical work also may be required of receptionists. Those who want to work off-peak hours can think about working nights and weekends in hospitals or skilled nursing facilities.

Seniors have many different options if they decide they want to return to the workforce in a part-time capacity.

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# 3 Tips to Update a Resume to Align with the Modern Job Market

The job market can be unpredictable. Though reports on jobs suggest the market is now flooded with openings, working professionals looking to change careers or switch firms know the reality of modern job hunting is no walk in the park. Reports indicate that there was an average of one opening for every two applicants on the professional social networking site LinkedIn at the onset of summer 2023. Professionals also are contending with a job market in which firms that hurried to hire applicants during the pandemic are now being more deliberate with their hiring process, sometimes interviewing candidates as many as six times before concluding the process. In addition, a 2023 survey from TIME/Harris Poll found that 52 percent of applicants with a bachelor's degree or higher completed an interview process without receiving a job offer. There's no denying the difficulty professionals seeking new jobs face when they begin their search. Though there's no guarantee the right opportunity will come along quickly, professionals can update their resumes in three notable ways to increase the chances their applications are seen.

- 1. Write a new summary.**  
The professional resources experts at Indeed recommend individuals write a new summary of their work history that reflects their qualifications for any job they intend to apply for. Consider past accomplishments, tasks and responsibilities that are applicable to each opening and emphasize those in the summary. For example, individuals aspiring to move up to management level can emphasize past experiences in which they took on a supervisory role to complete a project.
- 2. Include important keywords.**  
The frustration many modern professionals feel when looking for new opportunities may stem from how easy it can be to apply for a job but never hear back. Indeed notes that many hiring managers utilize applicant tracking system (ATS) software when considering applications. Such programs scan resumes for predetermined keywords, discarding applications that do not include them. Reading each listing carefully can shed light on which keywords to include, as the right terms tend to be right there in the job description. Indeed also advises



mentioning the company's name and exact position title in the summary statement or career objective section.

**3. Don't forget the person who will read your resume.**  
Though ATS software plays an integral role in modern hiring, eventually a human being will see the resume if it gets past the ATS portion of the vetting process. Before submitting a resume, read it several times to ensure it reflects your accomplishments, talents and aspirations and not just the keywords that will get the document seen by human eyeballs. Numerous resumes will get past the ATS software, so it's imperative that the resume illustrates a candidate's qualifications and talents. Modern job seeking is time-consuming and often frustrating. Getting past the vetting process involves updating a resume so applicants can use the modern hiring process to their advantage.

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## Career Paths in the Field of CTE

Career Technical Education (CTE) programs offer students access to a wide range of career paths. If high school students were once advised to focus primarily on traditional four-year universities as their next step after graduation, more and more of today's students are considering CTE programs as they seek to find rewarding, lucrative career paths.

Students considering CTE may be intrigued to learn that employment prospects figure to be substantial in the years to come. In fact, the Association for Career & Technical Education (ACTE) projects

a deficit of 6.5 million skilled workers by 2030, which suggests students who enroll in CTE programs should encounter a thriving job market upon graduation. With that in mind, students wondering if a CTE program could be the next step in their academic journeys can explore a number of different career tracks.

- **Agriculture:** Farming may come to mind when individuals think of the agricultural sector, but there are many additional pathways within the industry as well, and various CTE programs can prepare individuals for such careers. The career resources experts at Indeed note that CTE programs may focus on agribusiness systems, environmental service systems, food products and processing systems, and plant systems, among other paths. Aspiring farmers, agricultural inspectors, park rangers, wildlife administrators, and others can look into CTE agricultural programs as they consider the next step in their academic careers.

- **Business:** Indeed notes that business courses are popular CTE courses because they teach students the ins and outs of business operations. That's vital knowledge for students who ultimately aspire to own their own business. In addition to the technical training students receive in CTE programs, the focus on business ensures students also are well-trained in the everyday tasks necessary to

run a successful business, including general management, human resources and operations.

- **Construction and architecture:** According to Indeed, CTE programs focusing on construction and architecture teach students about the principles of designing and drafting structures. Construction technician, construction inspector and project estimator are some of the popular career paths among students who enroll in construction and architecture CTE programs.

- **Health science:** Careers in health science also may appeal to students who want to find rewarding careers in in-demand fields in the years ahead. Health science CTE programs are wide-ranging. A program that offers instruction on biotechnology can prepare students for a career as an emergency medical technician. Various other specialties can prove equally beneficial to students interested in working in a health care setting, and those jobs figure to be in demand in the decades to come as the aging population continues to grow.

CTE programs can prepare students for careers in various industries, making this option worthy of consideration for students pondering their next move after high school.

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# Did you know?

A well-edited résumé can go a long way toward helping job candidates make a strong first impression with hiring managers. A recent survey of hiring managers and human resource professionals across companies of various sizes and in an assortment of industries conducted on behalf of CareerBuilder found that certain mistakes were deal breakers for a large percentage of individuals tasked with helping to find new hires. Seventy-seven percent of hiring managers indicated typos or bad grammar on a résumé were enough to disqualify a candidate from consideration. An unprofessional email address (35 percent) and a résumé with long paragraphs of text (25 percent) are some additional mistakes that hiring managers consider deal breakers. This information can prove useful for job seekers, who should know that 39 percent of hiring managers indicated they spend less than a minute looking at a résumé. That brief chance to make an impression should not be undermined by preventable blunders like typos and poor grammar. *©metrocreativeconnection*



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# Common Workplace Benefits



Salary is just one component of the package that businesses may offer their employees. Though salary is important, an honest comparison of companies can benefit from a look at the larger picture — and that includes an analysis of what companies offer in addition to financial compensation.

Some people feel that certain perks outrank salary on their professional priority list. The Society of Human Resource Management indicates 92 percent of employees feel employment benefits are important for overall job satisfaction. They're also a driving factor when candidates read job postings.

Certain benefits are standard offerings, while others take perks a step further. The following are some of the benefits job seekers may encounter in job listings and during the interview process.

• **Health insurance:** Offering health insurance is mandatory in certain areas, while in others it is up to the employer. Insurance costs may be taken care of by an employer, while in most cases employees have a portion of those costs deducted from their paychecks. Health benefits also may be extended to employees' family members. Large organizations may allow employees to choose their health insurance provider, while small firms may only contract with one company.

• **Flexible health spending account:** A health care spending account, sometimes called a health savings account, enables employees to set aside a portion of their incomes before taxes are deducted. That money can be used for qualified health purchases. Employees submit receipts for these health needs, which can include co-payments, over-the-counter medications, sanitary products, or first aid equipment, and then get reimbursed up to the amount

they had deducted for the year. HSAs are one way to reduce tax burden.

• **Paid time off:** Often referred to as "PTO," this is a benefit that enables employees to schedule personal days off from work. Typically, PTO accrues each pay period by a set number of hours. PTO may occur in place of or in conjunction with separate vacation time. PTO can be a negotiating point with prospective employers who do not have wiggle room on salary offerings.

• **Life insurance:** Many employers contract with life insurance companies to offer their employees discounted rates on life insurance premiums. Employees typically pay these costs out of pocket, but the employer facilitates the relationship with the insurance broker.

• **Retirement savings:** Employers may offer pensions or other retirement savings plans such as 401(k) and 403(b) accounts. Employees contribute a percentage of their salaries and employers may make matching or discretionary contributions as well.

• **Flex scheduling/remote work:** Many employers recognize the advantage of allowing employees to work from home all or a portion of the week. An alternate work schedule also may be offered to help employees. With an alternate work schedule, employees may eschew the traditional 9 to 5 schedule for an 8 to 4 or even 11 to 7 schedule. Flexibility is something employees covet, as it can help them achieve a work/life balance.

These are just some of the benefits professionals can consider as they search for a new job. Additional benefits include bonuses, stock options and tuition reimbursement.

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# Nurses Serve in a Variety of Roles



Nurses are invaluable professionals within the medical community. Whether they work in hospital settings, nursing homes, assisted living facilities, doctor's offices, or elsewhere, nurses provide vital services to individuals in need every day.

Nurses wear many hats, and that's evidenced by the different types of nurses making a difference each day. Individuals considering a career in nursing should know that talented nurses are in high demand and career opportunities in the field are expected to grow in the years to come. For example, the U.S. Bureau of Labor Statistics estimates that employment of registered nurses will grow by 6 percent between 2022 and 2032. That growth rate exceeds the average expected rate for all occupations. Whether individuals want to become a nurse or gain a greater understanding of the many ways nurses contribute each day, this rundown of the various types of nurses can shed light on these unsung heroes of the medical community.

- **Pediatric nurse:** Pediatric nurses make a strong impression because they are the first nursing professionals many people recall interacting with, and those interactions may last from early childhood through adolescence. Pediatric nurses perform a range of tasks, including the administration of medication; monitoring of vitals like temperature, pulse and blood pressure; health evaluations to identify symptoms; and even speak with parents to calm any nerves or anxieties they may have. Pediatric nurses typically work in doctor's offices or hospital settings.

- **Geriatric nurse:** Geriatric nurses figure to be in especially high demand in the coming years, as an analysis from the Bipartisan Policy Center indicates more than four million individuals in the United States will turn 65 in 2024. AARP has characterized that surge in the over-65 population as a "silver tsunami," and geriatric nurses will play pivotal roles in ensuring the aging population gets the care it needs in the decades to come.

- **Family nurse practitioner:** The American Association of Nurse Practitioners® notes family nurse practitioners (FNPs) provide a wide range of family-focused health care services to patients of all ages. FNPs perform physical exams; order or perform diagnostic tests; prescribe medications; develop treatment plans; and treat acute and chronic illnesses. If that sounds like a role played by physicians, it's not far off, making this among the most challenging jobs within the nursing profession.

- **Emergency room nurse:** Individuals who think a fast-paced work environment is for them may want to consider a career as an emergency room nurse. ER nurses treat patients of all ages from all walks of life. No two emergency room patients are the same, so ER nurses will rarely, if ever, have the same day on the job more than once. Accurate assessment skills are vital for ER nurses, who also must be skilled communicators, as emergency room patients are often in distress.

Nursing is an expansive profession with a host of opportunities for aspiring professionals who want to work in the medical community.

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