

Michigan Labor Market Information

2007

QUICK Reference Guide

Michigan Department of Labor & Economic Growth

**Michigan Department of
Labor & Economic Growth
Bureau of Labor Market
Information & Strategic Initiatives**

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INTRODUCTION

The term **Labor Market Information**, or **LMI**, refers to a variety of information associated with the supply and demand for workers. This includes information on labor force, employment, unemployment, industries, occupations, skills, and wages...just to name a few!

In Michigan, the Department of Labor & Economic Growth, Bureau of Labor Market Information & Strategic Initiatives is the official source of LMI. In cooperation with the U.S. Department of Labor, we provide essential, current, accurate, and nonbiased information and analysis to thousands of Michigan residents and businesses. Our information is relied upon by policy makers, business leaders, workforce developers, jobseekers, educators, and students.

Labor Market Information can be a bit overwhelming to the non-economist. For that reason, the Bureau of Labor Market Information has put together this ***Michigan LMI Quick Reference Guide*** publication. This publication is for you if you need a brief overview of key labor market information topics and products, but don't want to get lost in the details. **It will let you know what key information is available, why it's important, and how to find it.**

BEYOND THESE PAGES

This document is designed to be a quick reference guide for using labor market information and an overview of key concepts. We acknowledge this is not an all-encompassing publication – such a publication would require many more pages and much more explanation!

Looking for additional assistance? If you require further assistance with labor market information concepts or need technical assistance using labor market data, please contact DLEG directly at 313-456-3100.

Looking for self-guided help? Many of the labor market websites or publications listed here provide additional help and assistance, such as excellent “methodology” pages, “frequently asked questions” pages, and “glossary” pages.

Struggling with a concept? Our website has a well-maintained glossary of economic and workforce terms and acronyms. Visit the Bureau's website at www.michigan.gov/lmi. From the homepage, locate the “**Additional Resource**” box on the right hand side of the page. Select the link “**Glossary of Terms**”. From there, you can jump directly to a letter of the alphabet or just start from the top.

PART 1: DATA ELEMENTS

Every day we are bombarded with economic information! This section is intended to provide a clear, concise summary of key labor market information and other economic data. In addition to the summary, you will find resources allowing you to further locate and explore the data elements.

Demographic Characteristics of the Workforce

What are Demographic Characteristics?

Demographic Characteristics of the Workforce include information on the **employment** and **unemployment** status of the civilian non-institutional population in a state by **sex**, **race**, Hispanic or Latino **ethnicity**, **marital status**, and **age**.

Who uses Demographic Characteristics? Why are they Useful?

Employers use this information to compare their company's workforce makeup to area averages. Demographic information can also answer questions on the makeup of the state's unemployed, or the relative jobless rates of youth and older workers.

Where to find Michigan's Workforce Demographics

1. The Bureau of Labor Statistics (BLS) produces estimates of workforce demographics for states and the nation. To extract these data, go to the Geographic Profile of Employment and Unemployment (GPS) website at www.bls.gov/gps. Pre-formatted publication tables are available under the heading "**Tables Created by BLS**". To instead extract specific variables, locate the "**Regional Resources**" box on the right. Use the dropdown box to select "**Michigan**" (or any other desired state), then click the "**Go**" button.
2. If you are interested in information for counties and cities, the data can be obtained directly from population censuses. On the Bureau of Census website <http://factfinder.census.gov>, select "Data Sets" from the left side of the page. Next, select "**Census 2000 Summary File 3 (SF 3) - Sample Data**" from the middle of the screen and click on "**Detailed Tables**".
3. **Employers** may be particularly interested in the DLEG publication, "**Michigan's Affirmative Action Information Report**". This publication supplies population and labor force demographics for the state of Michigan and its 83 counties. This report can be downloaded from the Bureau website at www.michigan.gov/lmi under "**Publications**".

Inflation Rate/Consumer Price Index

What is the Consumer Price Index?

The Consumer Price Index (CPI) measures the **cost** of a fixed basket of goods and services believed to represent the **consumption patterns** of U.S. residents. This bundle includes food and beverages, housing (including utilities), clothing, transportation, medical care, and others. The CPI is the most widely used measure to track the cost of living over time.

The change in the CPI between two periods is also called the “**rate of inflation**”. It measures the change in the **purchasing power** of consumers’ dollars.

Who uses the Consumer Price Index? Why is it Useful?

The CPI is widely used by both the government and the private sector to measure changes in the **prices** that consumers pay. Inflation data is one major economic variable commonly used to measure the **overall health of an economy** – making CPI extremely important data. It can be used by employers (and workers) to evaluate and adjust pay rates to the rate of inflation.

Where to find Local Consumer Price Index data

Every other month, the BLS publishes the CPI-U (U is for Urban, believed to represent 87% of the population) for the Detroit-Ann Arbor-Flint Consolidated Metropolitan Statistical Area (CMSA), which is the only CPI available for Michigan.

From the BLS main page, www.bls.gov, locate “**Inflation & Consumer Spending**”, and select “**Consumer Price Index**”. On the right, locate the “**Regional Resources**” box (containing a U.S. map), and select the dropdown arrow in the box “**Select an MSA**” to choose “**Detroit**”. Finally, click the “**Go**” button to get the data!

Job Levels by Industry

What are Job Levels by Industry?

Also known as **payroll** jobs or **place of work** jobs, **industry** jobs show an area's monthly **employment** by **type** of business activity. The North America Industrial Classification System (**NAICS**) defines an industry as a cluster of establishments utilizing the same production process or the same type of work involved in creating the final product. Put more simply, industries are the types of establishments that employ workers.

Examples include the automotive industry, health care, and retail trade. More detailed industries within these broad categories would include motor vehicle engine manufacturers, hospitals, and electronic and appliance stores.

There are 20 top-level industries under NAICS called **sectors** such as agriculture, construction, manufacturing, etc. These sectors are broken down into more detailed industry categories.

Who uses Industry Job Information? Why is it Useful?

Employers use this information to compare their industry's economic performance to other sectors. **Jobseekers/training institutions** use these data to identify growing and declining industries, and high and low-paying sectors.

Where to find Michigan's Industry Job Data

There are two sources of industry jobs data produced by the Michigan Bureau of Labor Market Information & Strategic Initiatives: The Current Employment Survey (**CES**) and the Quarterly Census of Employment and Wages (**QCEW**).

1. CES data comes from a monthly survey of employers (excluding farmers, but including the public administration sector). Current year monthly estimates of employment, average weekly wage and hours worked are published for the state and its major Metropolitan Statistical Areas (**MSA**).
2. QCEW is a **near-census** of employment and wages in private businesses for workers covered by State Unemployment Insurance (UI) laws and for certain federal government civilian workers. The QCEW reflects about 98 percent of total industry jobs in Michigan. The data can be viewed/downloaded for the state, MSAs, Michigan Works! Agencies, or counties.

Both CES and QCEW data can be downloaded from the Bureau website at www.michigan.gov/lmi. Click on the "Data Explorer" tab on the top of the page. Then select either "Current Employment Statistics (CES)" or "Quarterly Census of Employment & Wages (ES 202/QCEW)".

Jobs by Occupation

What are Jobs By Occupation?

An occupation is a job title. A **registered nurse** is an occupation; whereas **health care** is an industry.

The Occupational Employment Statistics (**OES**) program compiles data on **jobs** for over 700 nonagricultural **occupations** from a survey of nearly 12,700 Michigan employers. Occupations are classified using Standard Occupational Codes (**SOC**), which group occupations by **function**, **industry**, and **skills**. Occupations are grouped under 10 major titles such as management, professional, health care, service, etc. These employment estimates are produced for Michigan, its nine major **metropolitan statistical areas**, and four balance-of-state areas.

Who uses Data on Jobs By Occupation? Why is it Useful?

Students, jobseekers, school counselors and **workforce developers** use the information on Jobs by Occupation to assess the current employment levels in various job titles, in order to identify occupations in high demand in specific areas of interest. For example, these data can be used to identify large regional occupations and as well as smaller emerging occupations. High employment-base occupations are important because they create many job openings due to growth or replacement needs. This data can also be used to show how the distribution of jobs by occupation differs among regions, as well as the number of jobs requiring a specific level of educational attainment and/or training.

Where to find Michigan’s Occupational Jobs Data

From the Bureau’s website (www.michigan.gov/lmi), click on the “**Data Explorer**” tab on the top of the page; click on “**Wages (from Occupational Employment Statistics)**”; and select the desired area(s), the time periods, the job title, and the desired data series (which is in this case the “**Number of Employed**”). Click on the **View Data** button.

Job Outlook Forecasts by Occupation

What are Occupational Forecasts?

Occupational Forecasts report **employment** levels in a base year (e.g. 2004) and forecast employment 10 years into the future (e.g. 2014). By using this data, the user can identify occupations that are expected to **expand** and those that are anticipated to **decline**. The data also shows the number of annual job openings resulting from new jobs and the need to replace current workers.

Because these forecasts are produced for Michigan's 18 **Economic Forecast Regions**, the user can research a specific geography or concentrate on the entire state using the statewide forecasts.

Who uses Occupational Forecasts? Why are they Useful?

Occupational Forecasts are vital for career planning as well as anticipating labor needs in high-demand jobs. While the list of potential users is long and diverse, common customers for this information include **students**, **jobseekers**, **school counselors** and **workforce developers**. These customers use occupational forecasts to become aware of the future trends in the job market. Whether used for career planning, developing curriculum and training programs, or participating in economy-wide strategic planning, occupational forecasts empower users to prepare for future labor market conditions.

Where to find Occupational Forecasts

Occupational Forecasts are available at the official website for Michigan's Bureau of Labor Market Information & Strategic Initiatives at www.michigan.gov/lmi.

1. From the home page, click on the button labeled "**The Future**". Find the table titled "Occupational Employment Forecasts 2004-2014". From here, simply select the **Economic Forecast Region** you wish to view and you are on your way! **OR**
2. Click on "**Data Explorer**", and select the link to "**Occupational Long Term Forecasts**" or "**Occupational Short Term Forecasts**".

This information is also available in a user-friendly brochure. To locate this, simply select the "**Publications**" category, and access the "Michigan Career Outlook 2012" brochure link.

Job Outlook Forecasts by Industry

What are Industry Job Forecasts?

Industry forecasts report **industry job levels** in a base year (e.g. 2004) and forecast the number of jobs 10 years into the future (e.g. 2014). This data allows the user to identify which industries are anticipated to **add jobs** and which are expected to **lose jobs**.

These forecasts are produced for Michigan's 18 **Economic Forecast Regions**, so the user can research their particular region or can utilize the statewide forecasts.

Who uses Industry Job Forecasts? Why are they Useful?

Industry Forecasts can be used by anyone interested in the primary future sources of new jobs. Common customers for this information include **employers, students, jobseekers, school counselors** and **workforce developers**. These forecasts can illustrate key job trends such as the shift from a production-based to a service-based economy.

Where to find Industry Job Forecasts

The Bureau of Labor Market Information & Strategic Initiatives produces industry forecast data and it is available on-line at www.michigan.gov/lmi.

1. From the LMI homepage, click on the “**Industry Information**” button on the left side of the screen. Scroll down to the bottom of the screen and you will find the industry forecast data for all of Michigan's Economic Forecast Regions.

If you require more information about a particular region, simply click on the area in which you are interested. This will load detailed industry information for that area.

OR

2. Click on “**Data Explorer**”, and select the link to “**Industry Long Term Forecasts**”.

Local Businesses

Who Are The Local Businesses In My Area?

The America's Labor Market Information System (ALMIS), in collaboration with infoUSA, Inc., maintains a database of 12 million **private** businesses in the U.S. The information provided includes the employer **name** and street **address**, the name of a **contact person** and a **telephone** number, the type of business and its size in terms of the **number of employees**. The database can be searched for a specific county location.

Who uses Information On Local Businesses? Why is it Useful?

This database is particularly useful to **jobseekers** looking for contact information of potential employers. **Workforce development agencies** can use this database to identify employers in their areas.

Where to find Michigan's Data on Local Businesses

1. From the Bureau's website (www.michigan.gov/lmi), click on the "**Local Area Information**" tab on the top of the page. Then select "**Find Employers**". You can find businesses in two ways:
 - a. Search for Employers by Location
 - b. Enter a business name or keyword
2. Additional search options on this database are available at America's Career InfoNet (www.acinet.org). Click on the "**Career One Stop**" tab, and then select "**Jobseekers/Workers**". Next click on "**Locate Potential Employers**". You can search the database by **industry** (healthcare, restaurant, etc.) and by **occupation** (e.g., registered nurses, machinist, legal secretary). The database can also be searched by **location/zip code** and by **keyword**. Contact information is available for every state and U.S. territory.

Mass Layoff Statistics (MLS)

What Are Mass Layoffs?

Mass **layoff** statistics, generated by states in cooperation with the U.S. Bureau of Labor Statistics, concern employer reported **layoff** events involving 50 or more individuals at a **single** establishment. The data are presented showing **causes** of the events and **demographic characteristics** of those affected.

Another source of information on specific firms with either business closings or mass layoffs comes from the **WARN** (Worker Adjustment and Retraining Notification act) program.

Who uses Mass Layoff Data? Why are they Useful?

Economic developers and **workforce development agencies** can use this database to assess the impact of large layoffs on their areas' employment and economy. MLS data can be used to identify pockets of **unemployed** individuals so that **education** and **training** resources can be appropriately focused. In times when labor is in **short supply**, MLS data may be used to identify pools of recently unemployed **skilled** workers.

Where to find Data on Mass Layoffs in Michigan

From the Bureau's website (www.michigan.gov/lmi), click on the "**Data Explorer**" tab on the top of the page. Then select "**Mass Layoffs Statistics (MLS)**", and follow the on-screen instructions.

Related information on specific firms with mass layoff activity can also be found on the "**Data Explorer**" page. Click on the link on the right-hand side labeled "**WARN Notices**".

Population Trends

What Are Population Trends?

A count of persons residing in any area of the United States is done every 10 years by the U.S. Bureau of Census. Between **decennial population censuses**, the Bureau does **annual estimates** of the population for the nation, states, and counties.

Besides total counts by area, the U.S. Bureau of Census also publishes data on population demographics, and population change components (net births and net migration).

Who uses Population Trends Data? Why are they Useful?

Characteristics of the population have implications for both current and future employment training policy. Trends in the population's size and age are good indicators of an area's labor supply. **Economic developers** and **workforce development agencies** can use this information to assess the supply of labor in their areas. **Colleges, local school districts, and social service agencies** can make service decisions using this data. **Businesses** use this basic information along with other factors for location decisions.

Where to find Michigan's Data on Population Trends

1. To obtain **decennial census** data (1990 and 2000): From the U.S. Bureau of Census's website (<http://www.census.gov>), click on **American Factfinder** and then on the "**People**" link on the left side of the page. Then select the category you desire (basic counts/population, age, sex, employment, etc.). You will be asked to select a state and an area within the state (down to census tracts). Then click on the "**Go**" button to get the data. You will have access to a Factsheet for your selected regions and many categories of data from the left-hand menus.
2. For **annual population estimates**, from the U.S. Bureau of Census's website (www.census.gov), click on "**Estimates**" next to "**People & Households**". At the top of the screen, click on "**Estimates Data**", then select the category of interest and follow the on-screen instructions.

Skills/Training by Occupation

What are Occupational Skills?

Occupational skills refer to all the required training, education, knowledge, and skills necessary for satisfactory performance in a career. Among other categories, skills information includes details on basic skills, problem solving, resource management, social skills, system skills, and technical skills.

Who Uses Skills Information? Why is it Useful?

Skills information is very important to many organizations and individuals involved in the workforce. This information is referenced and used by high school, college, and university advisors, curriculum planners, and workforce developers to prepare the labor force for careers. Students and unemployed workers are among those who can most benefit from detailed skills information for use in preparing themselves for a new career!

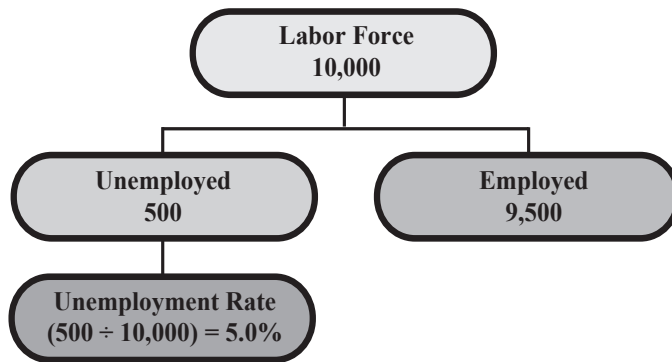
Where to find Skills Information

1. One of the best places to view detailed skills information is **O*Net Online**. This highly interactive website allows users to search for occupations based on a set of skills or to specify an occupation and view its key skills. To discover this great resource, point your browser to <http://online.onetcenter.org>. When you are here, you can either use the “**Occupation Quick Search**” box on the top of the screen, or click on the “**Find Occupations**” or “**Skills Search**” in the middle of the screen. It may take a little time to see all that this website has to offer, but you will become informed about the skill and knowledge requirements of different jobs!
2. The **Occupational Outlook Handbook** is an excellent resource for information on hundreds of occupations. This product is published by the Bureau of Labor Statistics and can be found on the BLS webpage. Point your browser to www.bls.gov and click on “**Occupational Outlook Handbook**” under the “**Publications**” menu on the right of the screen. Pick a broad occupational group from the right-side menu, or use the “**Search the Handbook**” box at the top of the page. Simply type the occupation you want to research and click “**Go**”. Scroll down to the section entitled “**Training, Other Qualifications, and Advancement**” and view detailed information about education and training requirements. This publication also outlines working conditions, job outlook, earnings, and much more.

Unemployment Rates

What is the Unemployment Rate?

The unemployment rate is a ratio representing the percentage of the **labor force** that is not currently working but who are willing, able, and looking for work. More specifically, the unemployment rate is the number of unemployed individuals divided by the number of individuals in the labor force.



In the example to the left, there are 10,000 people in the labor force. Five hundred of these individuals are unemployed, so the unemployment rate in this fictional economy is 5 percent.

Unemployment information is collected through a survey administered by the federal Bureau of Labor Statistics (in cooperation with the Department of Labor & Economic Growth). Methodology is consistent throughout the country;

therefore unemployment rates are directly comparable across states and regions.

One common misperception is that the unemployment rate only measures the number of individuals receiving unemployment insurance benefits. This is far from the truth: unemployment claims are only one variable in the estimation of local areas' unemployment rates. Many of the unemployed are ineligible for benefits, or have no prior employer, such as a student seeking their first job or a person reentering the labor force after a period of absence.

Who uses the Unemployment Rate? Why is it Useful?

The unemployment rate is one major economic variable commonly used to describe the **overall health of the labor market**. Therefore, many people are interested in this data for use in workforce planning, policymaking, and business attraction and retention. It also is an indicator of the degree of competition jobseekers may encounter in the labor market.

Where to find Unemployment Data

Michigan's Bureau of Labor Market Information & Strategic Initiatives produces and maintains unemployment data for all 83 Michigan counties and for municipalities with 25,000 or more residents. This data is available on-line at www.michigan.gov/lmi.

1. If you are in a hurry and only want to view the most recent unemployment data for a particular county, select "**Local Area Information**" in the blue top-bar. Select "**Local Area Profile**" and using the pull-down menu, select the county you wish to view.

OR

2. Click on "**Data Explorer**" in the blue top-bar. Then select "**Local Area Unemployment Statistics**" This will take you to a series of screens that allow you to specify exactly the information you need. Remember to select "**Continue**" after each screen and finally select "**View Data**" to see your results!

Wages/Earnings by Industry

What are Industry Wages?

Industry wages/earnings represent the average monetary compensation that is paid to workers in an industry. There are two sources for this data; the Current Employment Statistics Survey (CES) and the Quarterly Census of Employment & Wages (QCEW). Both sources provide average weekly earnings. It should be noted that the QCEW data will allow you to view industry earnings for a county or labor market area, while CES data is available only for **states** and **metropolitan areas**. However, CES data is more current, generally published with a one-month lag while QCEW data typically has a seven-month delay.

This data can also be used to compare average earnings across different industries or between particular regions. The user can also compare industry earnings in a region to the statewide average.

Who uses Industry Wages? Why are they Useful?

Both employers and workers have a keen interest in the wages paid in various industries. Industry analysts and businesses are interested in this data to compare relative wage rates in their industry in different regions. Jobseekers and students can use this data to choose an industry that pays a positive relative wage. Educators, workforce developers, and policy makers use industry earnings to implement training programs and other initiatives.

Where to find Industry Wage Data

Industry Earnings can be located at the official website for Michigan's Bureau of Labor Market Information & Strategic Initiatives at www.michigan.gov/lmi.

Click on "**Data Explorer**", and select the link to either "**Current Employment Statistics**" or "**Quarterly Census of Employment & Wages**", depending on the geography and time sensitivity of your query (as explained above). Through a series of pull down menus, you will be able to find earnings information for a wide variety of industries.

Wages by Occupation

What are Occupational Wages?

Wages – or earnings – represent the hourly or annual **monetary compensation** that is paid to a worker in a given occupation. These data are estimated and produced for Michigan, its nine major **metropolitan areas**, and four balance of state regions. Wage estimates tell the user the average compensation received by an individual in a broad occupational category (e.g. health care practitioners) or a specific occupation (e.g. pediatrician). This data can also be used to **compare average wages** in different regions or compare a region to the statewide average.

Who uses Occupational Wage Data? Why is it Useful?

Probably a better question is who isn't interested in wage data? Wage data is one of the most requested data elements because of the wide variety of customer groups that use it and the value of the information. Businesses are interested in wages for pay setting purposes while students and jobseekers are interested in this data to plan current and future careers. Educators, workforce developers, and policy makers use wage data to identify high-wage high-demand occupations.

Where to find Occupational Wages

Occupational Wages are at www.michigan.gov/lmi, the official website for Michigan's Bureau of Labor Market Information & Strategic Initiatives.

1. From the homepage, select the button labeled **“Wages”**. If you need **Michigan** data for a specific occupational group, simply click on the appropriate link in the first table. For **regional data**, see the 2nd table labeled **“Michigan Area Average Wage Rates”**.
2. A second option is to click on **“Data Explorer”**, and select the link to **“Wages”**. Using a series of pull down menus, you can customize your query.
3. Detailed wage estimates (broken-down by the 10th, 25th, 75th, and 90th percentile) are available from the Bureau of Labor Statistics at www.bls.gov. From the homepage, select the **“Wages by Area and Occupation”** link, and then click on the **“By State”** link. Once you select a state, you will be at a page where you can view wage averages by occupation or download an Excel file with the detailed percentile wage data.

Working Conditions of Jobs

What are Working Conditions of Jobs?

Working conditions refer to a wide collection of useful information about an occupation. This information includes, but is not limited to, typical hours worked, the workplace environment, physical activities and susceptibility to injury, special equipment, and the extent of travel required.

Who Uses Working Conditions Information? Why is it Useful?

It is highly recommended that persons be aware of the working environment of an occupation they may be considering. Because the information discussed in working conditions is so comprehensive, customers who use them range from **students** and **teachers** to **human resources managers** and **health & safety officials**.

Where to find Information on Working Conditions

1. The **Occupational Outlook Handbook** is an excellent resource for information on hundreds of occupations. This product is published by the Bureau of Labor Statistics and can be found on the BLS webpage. Point your browser to www.bls.gov and click on “**Occupational Outlook Handbook**” under the “**Publications**” menu on the right of the screen. Pick a broad occupational group from the right-side menu, or use the “**Search the Handbook**” box at the top of the page. Simply type the occupation you want to research and click “**Go**”. Read carefully the sections on “Nature of the Work” and “Working Conditions”.
2. The Bureau of Labor Statistics also publishes an online journal entitled “**Compensation and Working Conditions**”. To browse a collection of articles, go to the Bureau of Labor Statistics Homepage and select “Compensation and Working Conditions”. This can be found under the “**Publications**” menu.
3. Another great resource for working conditions is O*Net. Go to <http://online.onetcenter.org>, and using the “**Occupation Quick Search**” box on the top of the screen, enter an occupation you wish to search and click “Go”. Select a detailed occupation, then look at the categories such as **Work Abilities**, **Work Context**, and **Additional Information**.

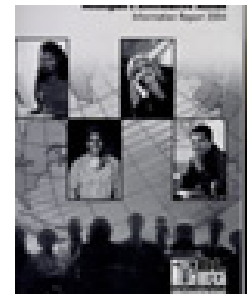
PART 2: PRODUCTS & PUBLICATIONS

The Bureau of Labor Market Information & Strategic Initiatives produces a wide-variety of excellent information products and publications. This section is intended to provide an overview of many of these products. Remember, you can locate some of these products from the Bureau's website at www.michigan.gov/lmi: on the left side of the home page under "Publications". Enjoy!

Affirmative Action Reports

This report contains comprehensive statistical data on **women** and **minority population** and **labor force** for the state of Michigan, its 14 Metropolitan Statistical Areas (**MSAs**), the Upper Peninsula, 52 Labor Market Areas (**LMAs**), and the nation.

- Make sure your business is in compliance with affirmative action requirements before bidding for federal contracts of at least \$50,000.
- Research percentage of minorities and women in the local labor market.
- Research the demographic make-up of the population and labor force in your area.



Annual Planning Information Reports

Prepared for the 25 Michigan Works! areas, the Annual Planning Information Report is an excellent source for page after page of valuable economic data. The regional focus of this product will allow the user to identify **key economic trends** occurring in a very specific geographic area.

- Research trends in **labor force**, **employment**, and **unemployment**.
- Identify recent **industry** job trends.
- Research **population**, **education**, and **demographic** data, and **occupational forecasts**.
- View a detailed **economic analysis** for a localized geographic area!



Articles and Studies

The Bureau of Labor Market Information & Strategic Initiatives staff is here for you! You can find a variety of articles, research studies, and analysis right on the Bureau's website at www.michigan.gov/lmi. These products are targeted at our partners and are written at various levels ranging from topic overviews to detailed analytical studies.

- Search articles under various groups including: educators, workforce developers, or businesses.
- Download articles of interest and distribute them at your next meeting or strategic planning event.
- Obtain copies of economic studies that examine recent economic events of interest.



Michigan Career Outlook 2012 Brochures

The Michigan Career Outlook Through 2012 brochures are an essential tool for career planning. Using economic forecast data from the Bureau of Labor Market Information & Strategic Initiatives, this product allows users to **identify expected high-demand occupations**.

- Identify **fastest growing** occupations.
- Identify occupations with a large number of future **job openings**.
- Identify high growth occupations for different levels of **educational requirement**.



Michigan's Labor Market News

Michigan's Labor Market News is a monthly **newsletter** containing **recent data and analysis** about Michigan's labor market. In addition to economic trends, this newsletter contains short articles on a variety of labor market topics.

- Have Michigan's most **recent** labor market data and analysis sent to your doorstep each month.
- View **economic data** and trends for Michigan and its major labor market areas.
- Read short **articles** on labor market topics or resources.



Job Vacancy Survey

Where are the jobs and what occupations provide large numbers of **job vacancies** in Michigan? This question is answered using an annual employer survey that produces estimates of **hiring demand** and **job vacancy characteristics** by industry and occupation.

- Determine which industries and job titles are generating the most Michigan job vacancies
- Find the number, location, and characteristics of open job in Michigan.
- Research educational requirements for available vacancies.
- Determine the wages and benefits for available job openings.

Job Vacancy Survey

Local Employment Dynamics

A **Joint** Program between the states and the U.S. Census Bureau, the Local Employment Dynamics (**LED**) program provides **29 workforce indicators** by worker age & gender, by county and Workforce Investment Board area.

- Discover job creation, job destruction, net job flows, new hires, turnover, and average earnings for new hires
- Identify supply and demand conditions in key local industries.
- Research very detailed earnings information, including earnings for newly hired workers, detailed industry sector, and demographic characteristics.



Michigan Career Automated Researcher (MI-CAR)

MI-CAR is a highly automated researcher that allows the user to explore careers through several different interactive menus. MI-CAR is packed with valuable occupational information from O*Net and labor market information from DLEG.

- Take an **interest** assessment to identify potential careers.
- Let MI-CAR provide you with occupations with **similar skills** to your most recent job.
- Explore occupations through career **clusters**.
- Find detailed occupational **profiles** or **compare** two occupations to one another.



Michigan's "Hot 50" Jobs 2012

These posters/brochures display a quick look for students and jobseekers of a variety of positive long-term career options. Combining information regarding job outlook, educational requirements, and wages, these posters/brochures are a must-have for any resource room.

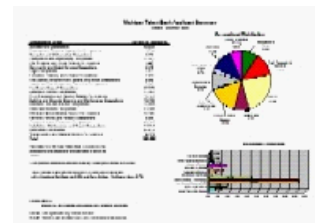
- Identify high-demand, high-wage occupations requiring a variety of educational/skill levels
- Find occupations expected to generate many job openings or register high growth rates
- Determine the educational requirements and average wages of a variety of positions of interest.



Michigan Talent Bank Job Seeker & Job Order Summaries

Michigan Talent Bank Summaries provide information about occupational and educational characteristics of Talent Bank **job applicants** as well as the distribution of **job orders** by occupation from Michigan's official labor exchange. These profiles are available for Michigan and its 25 Michigan Works! Agencies.

- Compare occupational and educational characteristics of job applicants in various statewide regions.
- Research the occupational distribution of Talent Bank applicants.
- View and compare the educational distribution of Talent Bank applicants.
- Examine the occupational distribution of job orders from the Talent Bank.



PART 3: USEFUL WEBSITES

The American Career Information Network

www.acinet.org

This site sponsored by the U.S. Department of Labor provides a wide variety of information on jobs and career resource tools.

- Obtain information on industries and occupations of interest.
- Locate a potential employer in any given zip code area.
- View videos of actual individuals at work in desired occupations (available also in Spanish).
- Utilize modules such as the Relocation Center, Financial Aid Center, Skills Center, and Business Center

The Bureau of Census

www.census.gov

On this site, you will find rich data on:

- Population censuses (population counts and economic statistics).
- Annual population estimates.
- Economic censuses, which profile American businesses every five years (characteristics of the business, profile of the owner, etc.)
- The American Community Survey now provides annual or periodic demographic, social, and economic data on states, metro areas, and local communities. This data used to be available only once every decade, as part of the decennial census.

Did you know that you can get a **profile** of your **community** from the Bureau of Census website? At the Bureau's site, click on "**American Fact Finder**". Next, fill in the information in the box titled "Get a **Fact Sheet** for your community". Finally, click "**Go**".

The Bureau of Economic Analysis

www.bea.gov

If you are looking for detailed economic statistics, particularly income data, this is the place to go. The Bureau of Economic Analysis is the official outlet of the U.S. Department of Commerce responsible for dissemination of international, national, regional, and industrial economic accounts. Of particular interest is the Regional Economic Accounts page, with links to state and area personal income data.

On this website you will find:

- Personal and per capita income information
- BEARFACTS – short one-page summaries for states, metro areas, and counties
- “Overview of the U.S. Economy”
- Current and historic Gross Domestic Product (GDP) data
- Gross State Product (GSP) data
- Input-output multipliers
- International trade data

The Bureau of Labor Statistics

www.bls.gov

The Bureau of Labor Statistics produces a variety of data at the national, state, and local level regarding labor market conditions. Much of this information is produced in cooperation with states.

This website allows users to research and compare labor markets in different regions of the United States. The following are examples of data you can obtain from the BLS website:

- Inflation (cost of living) trends
- Employee benefits
- Occupational employment, wages, illnesses and fatalities, etc.
- Labor force demographics
- Local area employment and unemployment statistics
- Industry employment, hours, and earnings
- Publications (e.g., The Monthly Labor Review, The Occupational Outlook Quarterly, Geographic Profile of Employment and Unemployment).
- And much more.

Michigan Department of Labor & Economic Growth (DLEG)

www.michigan.gov/dleg

This is an excellent place to start looking for answers to any business, economic, regulatory, or economic inquiry. The Department of Labor & Economic Growth is home to many of Michigan's consumer, commercial, and industrial resources.

Through this site, you will find:

- MIOSHA – Michigan Occupational Safety & Health Administration.
- Agencies & Commissions – Michigan Rehabilitation Services, Veteran Service, Commission for the Blind, and Unemployment Insurance Agency...just to name a few!
- Wage & Hour Division – Information about prevailing wage, minimum wage & overtime, and youth employment.
- Workers Compensation, Michigan Public Service Commission, Michigan State Housing Development Authority, and more!

Michigan's DLEG Labor Market Information Website

www.michigan.gov/lmi

DLEG's new Michigan labor market information website, www.michigan.gov/lmi, will provide superior access to information on the state's workforce and its regional labor markets. Whether it is information on jobs, unemployment, high demand careers, or wage rates, this site provides valuable information and analysis on the state job market!

Business, workforce professionals, jobseekers, educators, economic developers, researchers, and the general public will find economic data, analytical tools, and valuable articles and publications. Users will have wider access than ever before to the full range of labor market indicators generated by the Michigan Department of Labor & Economic Growth (DLEG), as well as federal agencies. The ability to extract specific data for individual counties or regions for specific time periods means users may fully customize the information they receive.

PART 3: USEFUL WEBSITES

Michigan Career Portal

www.michigan.gov/careers

This site, sponsored by the State of Michigan, provides a comprehensive set of links to helpful resources for jobseekers, employers, teachers, students and parents.

Jobseekers:

- Post resumes and view job openings on the Michigan Talent Bank
- Learn how to write a good resume and cover letter
- Find information on job fairs, wages, etc.
- File unemployment claims
- And much more

Employers:

- Post your job openings, and search for resumes of qualified workers on the Michigan Talent Bank
- Find information on federal and state labor laws
- Find links to a variety of public sites providing business service information
- And much more

Teachers/students/parents:

- Find homework help.
- Learn about careers.
- Get information on colleges and Job Corps.
- Teachers can find classroom materials.
- And much more.

MI Internships

www.michigan.gov/miintern

This website is a great resource for educators, employers, and students alike! If you are an educator interested in matching students with internships, a business interested in hiring an intern, or a student looking for an internship, this website can help.

Through this site, you can:

- Use the internship **Took Kit**, which includes information on Resumes, Cover Letters, and Interviewing.
- Browse recent **news** and **information** about internships in Michigan.
- **Search** for or **post** an internship through a powerful catalog linking the Michigan Talent Bank and MI Internships.

Did you know that employers can use the MI Internship website to uncover a wealth of human resource information about internships? The “Internships In-A-Box” feature includes information about recruiting and selecting interns, fostering a win-win internship relationship, and supervising interns.

Michigan Manufacturing Careers

www.michigan.gov/manufacturingcareers

This site, sponsored by the State of Michigan, provides valuable information to those interested in pursuing manufacturing careers in Michigan.

- View industry trends in traditional manufacturing (automotive, chemical, paper, textile, etc.) and emerging manufacturing fields (robotics, nanotechnology, biotechnology, etc.)
- Get a virtual tour of a GM automotive plant
- Read about interviews with students concerning their career interests
- Post your Blog and see what others think about the issues you raise
- View average annual wages for manufacturing occupations

PART 3: USEFUL WEBSITES

Michigan Talent Bank

<http://www.michigan.gov/talentbank>

The Michigan Talent Bank is an innovative job search tool that serves as the State’s official labor exchange. Through this website, jobseekers can look for potential employers and employers can look for potential workers!

Through this site, you can:

- Create and post a resume
- Search thousands of available jobs
- Browse resumes to find qualified potential employees
- Use Job Scouts or Talent Scouts to automatically search for jobs or job applicants

Occupational Information Network (O*NET)

<http://online.onetcenter.org>

This website delivers detailed information about occupational skills, working conditions, and other related information. O*NET also draws from several sources – including the Department of Labor & Economic Growth and the Bureau of Labor Statistics, to match skills information on jobs with detailed labor market information.

Through this site, you can:

- Use the “Occupation Quick Search” to browse hundreds of occupations
- Identify the required skills for a specified occupation, or – inversely – search what occupations you can perform with a particular skill set
- Research skills and identify potential accommodations for individuals with health problems or disabilities



The Bureau of Labor Market Information & Strategic Initiatives is a division of the Michigan Department of Labor & Economic Growth. The Department does not discriminate on the basis of race, national origin, gender, religion, age, or disability in employment or the provision of services. This publication will be made available in alternate formats on request.

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