

BUSINESS MANAGEMENT AND ADMINISTRATION

ANALYZING EDUCATION, EMPLOYMENT & EARNING DATA

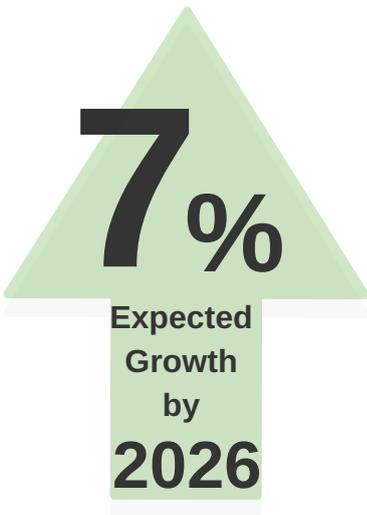


This analysis of the Business Management & Administration cluster in the Commonwealth highlights important information for each of its career pathways—Administrative Support; Business Information Management; General Management; Human Resources Management; and Operations Management.



What trends do we currently see? What trends may we anticipate?

- The Business Management & Administration cluster is the largest of all career clusters, consisting of about 778,000 positions in 2016. From 2016 to 2026, the Business Management & Administration cluster is expected to experience 7 percent job growth.
- Three pathways in this cluster are expected to experience occupational growth that exceeds the projected 10 percent growth over the next decade for all occupations in Virginia—Business Information Management (14%), Human Resources Management (13%), and Operations Management (17%). The Administration Support pathway offers the greatest number of annual job openings (54,255).
- Operations Research Analysts are projected to experience the highest percentage of job growth through 2026 (37%), with 2,958 new positions being created throughout the Commonwealth during that time.





EDUCATION

Figure 1 shows the predominant level of education and training in each pathway. Education data was determined by Trailblazers based on U.S. Bureau of Labor Statistics occupational education and training data. The percentages in the graph below reflect the number of occupations, not the number of workers. For example, the Human Resources Management pathway consists of seven occupations: Six of them require a bachelor's degree or more and work experience (86%), and one requires a bachelor's degree or more (14%).

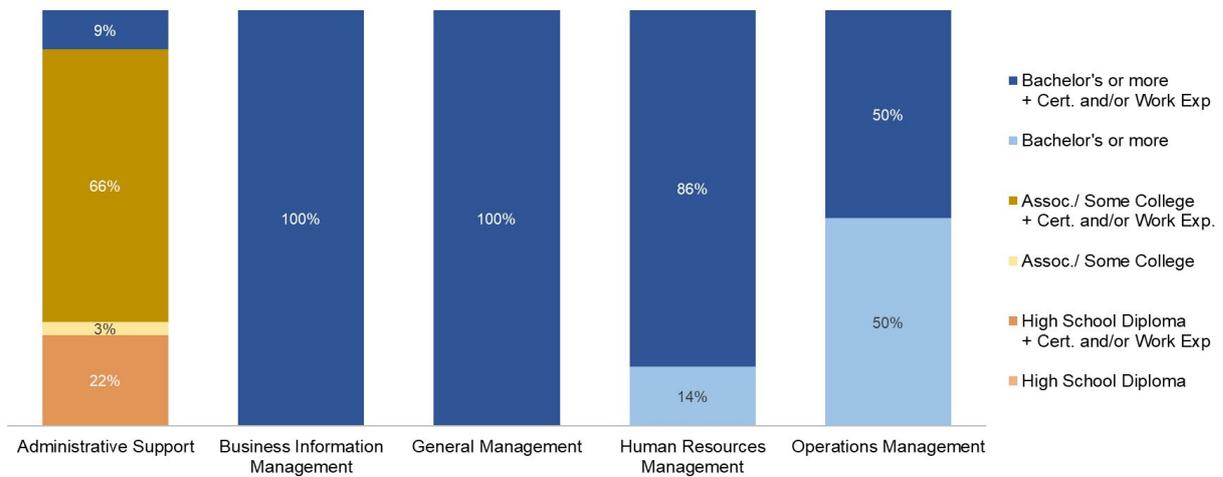


Figure 1: Predominant Education Level for Business Management & Administration, 2016-2026



EMPLOYMENT

Figure 2 compares the estimated 2016 employment for each pathway to projected 2026 employment levels. Data are provided by the Virginia Employment Commission.

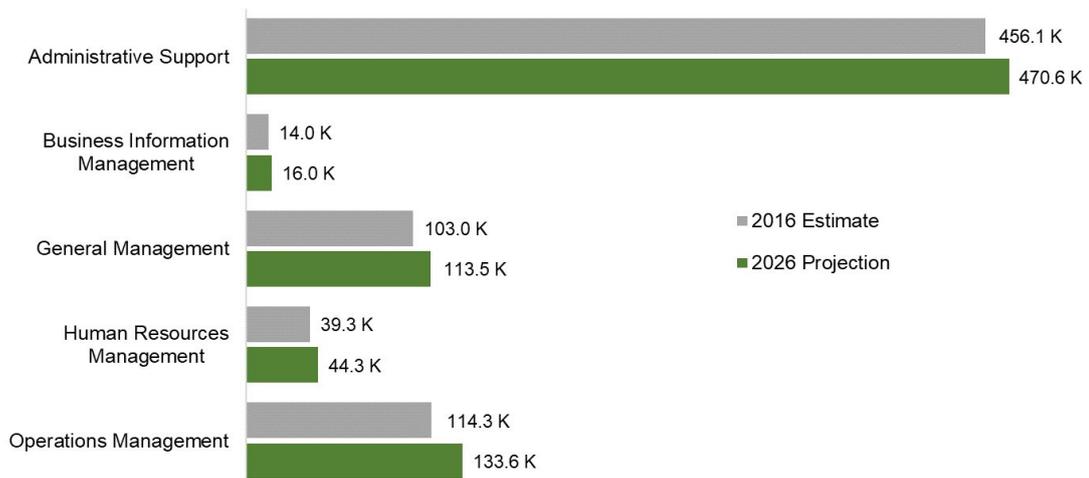


Figure 2: Employment in Virginia for Business Management & Administration Cluster, 2016-2026



EARNING AND GROWTH

Figure 3 presents the size and median wages of the occupations in each pathway with the highest projected percentage of growth. Wage data are provided by the U.S. Bureau of Labor Statistics Occupational Employment Statistics program.

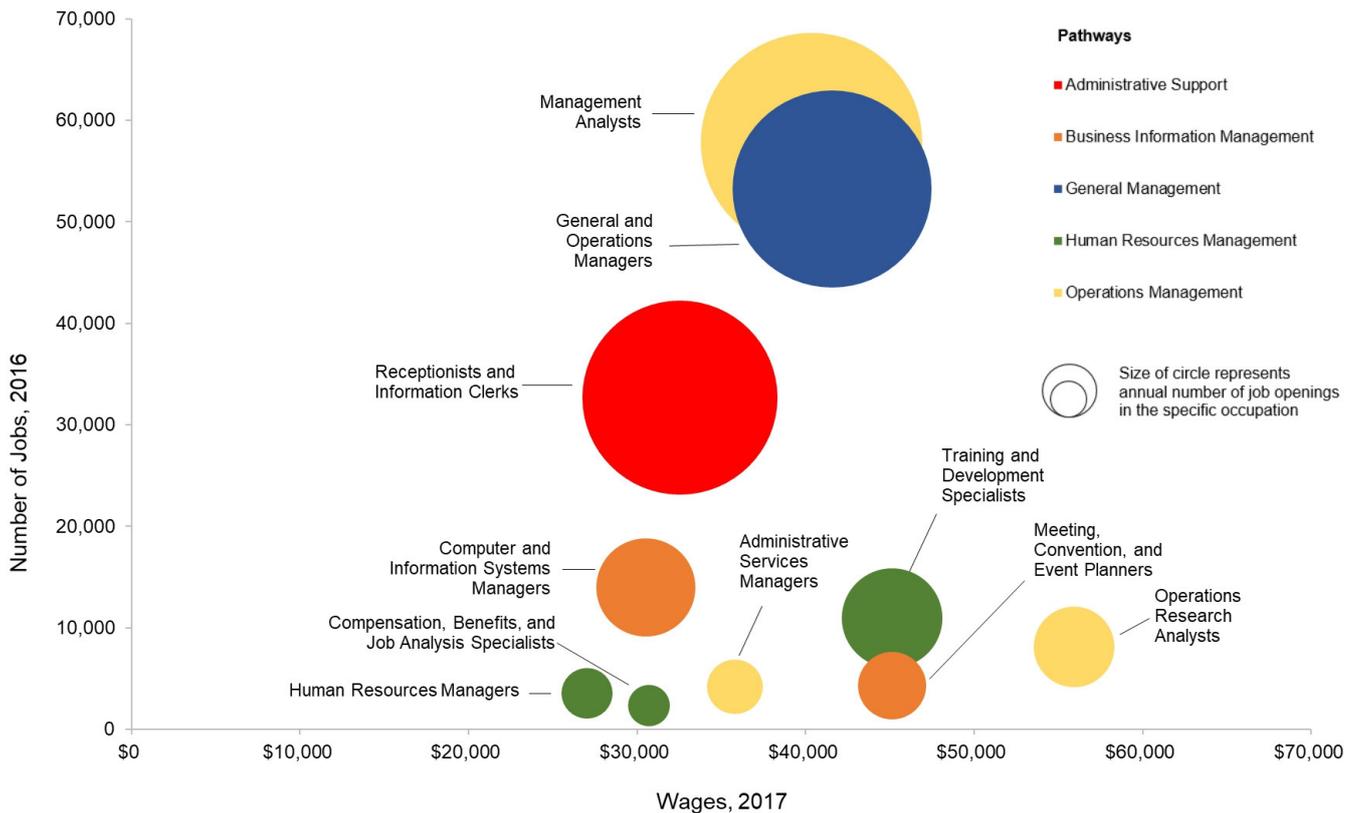


Figure 3: Earning and Growth for Selected Occupations in Virginia, 2016-2026



Employment Growth by LWIA

The following Labor Workforce Investment Areas (LWIAs) will experience higher occupational growth rate in the Business Management & Administration Cluster.

- Northern Virginia
- Bay Consortium
- Piedmont Workforce Network
- New River/ Mt Rogers
- Capital Region Workforce Partnership



Nontraditional Occupations

Nontraditional Occupations for Males

- File Clerks
- Payroll and Timekeeping Clerks
- Information and Record Clerks, All Other
- Word Processors and Typists
- Data Entry Keyers

