

# Business & Management

“The Business and Management Career Learning Area focuses on the business and entrepreneurial needs of Oregon’s students as they prepare to enter and succeed in the world of business. The careers in this area span virtually every industry in the world. Studies in Business and Management focus on the commonalities among most businesses, including concepts like personnel management, marketing, planning, finance, and resource management. This area also includes careers in the hospitality and tourism fields.”

—Oregon Department of Education

## top 10 Careers

Market Research Analyst  
 Operations Research Analyst  
 Accountant  
 Financial Advisor  
 Business Operations Manager  
 Bookkeeping, Accounting and Audit Clerk  
 Marketing Manager  
 Financial Manager  
 Meeting, Convention and Event Planner  
 Compliance Officer

### Career Clusters 2x2

Here are two career clusters for you to check out with two corresponding career options to give you some ideas. For more information on career clusters visit: [www.ode.state.or.us/go/skillsets](http://www.ode.state.or.us/go/skillsets)

#### Finance

- Banking and Related Services
- Business Financial Management

#### Hospitality and Tourism

- Lodging
- Travel and Tourism

#### Related Coursework

- Accounting
- Computer Keyboarding/Applications
- Culinary Arts/Foods and Nutrition
- Economics



- Finance/Financial Planning
- Leadership
- Marketing
- Speech
- Statistics

### Focused Programs of Study

Choosing a focused program of study is an important way to help clarify your goals, provide you with a relevant selection of elective courses, and prepare you to succeed in post-secondary education and/or careers. By selecting a focused program, you strengthen the opportunity to gain the qualities and skills that are vital for employment and productivity in business, industry and the community.

These focus programs are related to the Business and Management career area:

#### Century High School

- Business and Marketing
- Culinary Arts and Hospitality

#### Glencoe High School

- Business and Management (Financial Services or Marketing)

#### Hillsboro High School

- Business

#### Liberty High School

- Culinary Arts
- Marketing and Management

**“There are no secrets to success. It is the result of preparation, hard work and learning from failure.”**

—Colin Powell, Statesman, U.S. Army General (ret.)



**Community Service Opportunities**

Here are five ideas for you to look into in the local area (in Hillsboro, unless otherwise stated): [add links to organization websites]

- Youth Advisory Council
- City of Hillsboro Boards and Commissions
- School-related snack shops
- Friends of Hillsboro Public Library Book Sale
- Hillsboro Family Resource Center



**Dual Credit Opportunities**

The following courses enable you to earn credits in high school and through the college indicated.

MHCC = Mount Hood Community College  
 PCC = Portland Community College  
 PSU = Portland State University

**Century High School**

- Basic Business and Computer Applications (PCC)
- Food Education and Service Training—FEAST (MHCC)
- Gourmet Foods (MHCC)
- Statistics (PSU)

**Glencoe High School**

- Accounting 1 (PCC)
- Computer Applications/Computer Keyboarding (PCC)
- Advanced Computer Applications (PCC)
- Management/Business Seminar (PCC)

**Hillsboro High School**

- Financial Planning (PCC)
- Management/Business Seminar (PCC)

**Liberty High School**

- Basic Business and Computer Applications (PCC)
- Culinary Arts (MHCC)
- Food Education and Service Training—FEAST (MHCC)
- Gourmet Foods (MHCC)

