

Career Pathway: *Business Management*



A career in business management and administration requires certain skills and education depending on job requirements. Skills include planning, organizing, directing, and evaluating business functions essential to productive business operations.

Exposure Pathways

High School Courses

Accounting	Marketing
Advanced Accounting	Business/Consumer Law
theROARstore	Entrepreneurship
Introduction to Business	Agriculture Business Foundations
Economics	

High School Clubs & Organizations

FBLA (Future Business Leaders of America)
Student Council

Venture Academics

Venture Business Foundations (Intro to Business, Marketing, Communications, Venture)
Venture Advanced Business (Business/Consumer Law, Entrepreneurship, Intro to College Writing, Venture)

Job Shadows & Internships

Business Management	Operations
Clerical Assistant	Publications
Hockey Operations	Safety & Loss
Hospital Administration	Administrative
Human Resources	Business Development
Marketing	

[Learn more & apply](#)

Experience Pathways

College CTE Courses in High School

Introduction to Business
Human Relations in Management

Pursuit Pathways

Certificates/Diplomas

Office Assistant	Entrepreneurship
Medical Coding	Human Resources
Medical Transcription	Project Management
Technical Accounting	Medical Transcription
Global Perspectives in Business	

Careers & Median Salary Information

Admin. Assistant \$35,800	Tax Preparer \$38,300
Data Entry \$32,500	Bookkeeping \$37,800
Payroll Clerk \$42,100	

Associate Degrees

Business Admin.: Accounting	Administrative Management
Business Admin.: Financial Services	Health Information Technology
Business Admin.: Management	Business Admin. w/ Transfer Option

Careers & Median Salary Information

Executive Secretary \$50,000	Legal Secretary \$35,900
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Bachelor Degrees

Business	Business Management
Business Administration	Human Resources
Business Information Systems	

Careers & Median Salary Information

Marketing Manager \$91,600	Technical Writer \$57,300
Search Marketing Strategist \$71,300	Human Resources Manager \$95,700