

Training and Other Qualifications

Men exclusively are ordained as priests. Women may serve in church positions that do not require priestly ordination. Preparation for the priesthood generally requires 8 years of study beyond high school, usually including a college degree followed by 4 or more years of theology study at a seminary.

Preparatory study for the priesthood may begin in the first year of high school, at the college level, or in theological seminaries after college graduation. Nine high-school seminary programs—five free-standing high school seminaries and four programs within Catholic high schools—provided a college preparatory program in 2000. Programs emphasize and support religious formation in addition to a regular, college-preparatory curriculum. Latin may be required, and modern languages are encouraged. In Hispanic communities, knowledge of Spanish is mandatory.

Those who begin training for the priesthood in college do so in one of 42 priesthood formation programs offered either through Catholic colleges or universities or in freestanding college seminaries. Preparatory studies usually include training in philosophy, religious studies, and prayer.

Today, most candidates for the priesthood have a 4-year degree from an accredited college or university, then attend one of 46 theological seminaries (also called theologates) and earn either the Master of Divinity or the Master of Arts degree. Thirty-four theologates primarily train diocesan priests, whereas 12 theologates provide information mostly for priesthood candidates from religious orders. (Slight variations in training reflect the differences in their expected duties.) Theology coursework includes sacred scripture; dogmatic, moral, and pastoral theology; homiletics (art of preaching); church history; liturgy (sacraments); and canon (church) law. Fieldwork experience usually is required.

Young men are never denied entry into seminaries because of lack of funds. In seminaries for diocesan priests, scholarships or loans are available, and contributions of benefactors and the Catholic Church finance those in religious seminaries—who have taken a vow of poverty and are not expected to have personal resources.

Graduate work in theology beyond that required for ordination also is offered at a number of American Catholic universities or at ecclesiastical universities around the world, particularly in Rome. Also, many priests do graduate work in fields unrelated to theology. Priests are encouraged by the Catholic Church to continue their studies, at least informally, after ordination. In recent years, the Church has stressed continuing education for ordained priests in the social sciences, such as sociology and psychology.

A newly ordained diocesan priest usually works as an assistant pastor. Newly ordained priests of religious orders are assigned to the specialized duties for which they have been trained. Depending on the talents, interests, and experience of the individual, many opportunities for additional responsibility exist within the Church.

Job Outlook

The shortage of Roman Catholic priests is expected to continue, resulting in a very favorable job outlook through the year 2010. Many priests will be needed in the years ahead to provide for the spiritual, educational, and social needs of the increasing number of Catholics. In recent years, the number of ordained priests has been insufficient to fill the needs of newly established parishes and other Catholic institutions and to replace priests who retire, die, or leave the priesthood. This situation is likely to continue, as seminary enrollments remain below the levels needed to overcome the current shortfall of priests.

In response to the shortage of priests, permanent deacons and teams of clergy and laity increasingly are performing certain traditional functions within the Catholic Church. The number of ordained

deacons has increased 30 percent over the past 20 years, and this trend should continue. Throughout most of the country, permanent deacons have been ordained to preach and perform liturgical functions, such as baptisms, marriages, and funerals, and to provide service to the community. Deacons are not authorized to celebrate Mass, nor are they allowed to administer the Sacraments of Reconciliation and the Anointing of the Sick. Teams of clergy and laity undertake some liturgical and nonliturgical functions, such as hospital visits and religious teaching.

Earnings

Salaries of diocesan priests vary from diocese to diocese. According to a biennial survey of the National Federation of Priests' Council, low-end salaries averaged \$12,936 per year in 1999; high-end salaries averaged \$15,483 per year. In addition to a salary, diocesan priests receive a package of benefits that may include a car allowance, room and board in the parish rectory, health insurance, and a retirement plan.

Diocesan priests who do special work related to the church, such as teaching, usually receive a salary which is less than a lay person in the same position would receive. The difference between the usual salary for these jobs and the salary that the priest receives is called "contributed service." In some situations, housing and related expenses may be provided; in other cases, the priest must make his own arrangements. Some priests doing special work receive the same compensation that a lay person would receive.

Religious priests take a vow of poverty and are supported by their religious order. Any personal earnings are given to the order. Their vow of poverty is recognized by the Internal Revenue Service, which exempts them from paying Federal income tax.

Sources of Additional Information

Young men interested in entering the priesthood should seek the guidance and counsel of their parish priests and diocesan vocational office. For information regarding the different religious orders and the diocesan priesthood, as well as a list of the seminaries that prepare students for the priesthood, contact the diocesan director of vocations through the office of the local pastor or bishop.

Individuals seeking additional information about careers in the Catholic Ministry should contact their local diocese.

For information on training programs for the Catholic ministry, contact:

► Center for Applied Research in the Apostolate (CARA), Georgetown University, 2300 Wisconsin Ave. NW., Suite 400, Washington, DC 20057. Internet: <http://cara.georgetown.edu>

Counselors

(O*NET 21-1011.00, 21-1012.00, 21-1013.00, 21-1014.00, 21-1015.00)

Significant Points

- Over half of all counselors have a master's degree.
- Most States require some form of counselor credentialing, licensure, certification, or registry for practice outside schools; all States require school counselors to hold a State school counseling certification.

Nature of the Work

Counselors assist people with personal, family, educational, mental health, and career decisions and problems. Their duties depend on the individuals they serve and on the settings in which they work.

Educational, vocational, and school counselors—in elementary, secondary, and postsecondary schools—help students evaluate their abilities, interests, talents, and personality characteristics in order to develop realistic academic and career goals. Counselors use interviews, counseling sessions, tests, or other methods when evaluating and advising students. They operate career information centers and career education programs. High school counselors advise on college majors, admission requirements, entrance exams, and financial aid and on trade or technical schools and apprenticeship programs. They help students develop job search skills such as resume writing and interviewing techniques. College career planning and placement counselors assist alumni or students with career development and job hunting techniques.

Elementary school counselors observe younger children during classroom and play activities, and confer with their teachers and parents to evaluate their strengths, problems, or special needs. They also help students develop good study habits. They do less vocational and academic counseling than do secondary school counselors.

School counselors at all levels help students understand and deal with social, behavioral, and personal problems. These counselors emphasize preventive and developmental counseling to provide students with the life skills needed to deal with problems before they occur, and to enhance personal, social, and academic growth. Counselors provide special services, including alcohol and drug prevention programs, and classes that teach students to handle conflicts without resorting to violence. Counselors also try to identify cases involving domestic abuse and other family problems that can affect a student's development. Counselors work with students individually, with small groups, or with entire classes. They consult and work with parents, teachers, school administrators, school psychologists, school nurses, and social workers.

Vocational counselors (also called *employment counselors* when working outside a school setting) help individuals make career decisions. They explore and evaluate the client's education, training, work history, interests, skills, and personal traits, and arrange for aptitude and achievement tests. They also work with individuals to develop job search skills and assist clients in locating and applying for jobs.

Rehabilitation counselors help people deal with the personal, social, and vocational effects of disabilities. They counsel people with disabilities resulting from birth defects, illness or disease, accidents, or the stress of daily life. They evaluate the strengths and limitations of individuals, provide personal and vocational counseling, and arrange for medical care, vocational training, and job placement. Rehabilitation counselors interview individuals with disabilities and their families, evaluate school and medical reports, and confer and plan with physicians, psychologists, occupational therapists, and employers to determine the capabilities and skills of the individual. Conferring with the client, they develop a rehabilitation program, which often includes training to help the person develop job skills. They also work toward increasing the client's capacity to live independently.

Mental health counselors emphasize prevention, and work with individuals and groups to promote optimum mental health. They help individuals deal with addictions and substance abuse, suicidal impulses, stress management, problems with self-esteem, issues associated with aging, job and career concerns, educational decisions, issues related to mental and emotional health, and family, parenting, and marital problems. Mental health counselors work closely with other mental health specialists, including psychiatrists, psychologists, clinical social workers, psychiatric nurses, and school counselors. (Information on other mental health specialists appears in the *Handbook* statements on physicians and surgeons, psychologists, registered nurses, and social workers.)

Substance abuse and behavioral disorder counselors help people who have problems with alcohol, drugs, gambling, and eating disorders. They counsel individuals who are addicted to drugs to help them identify behaviors and problems related to their addiction. They hold counseling sessions for one person, for families, or for groups of people to assist them in dealing with problems.

Marriage and family therapists apply principles, methods, and therapeutic techniques to individuals, family groups, couples or organizations for the purpose of resolving emotional conflicts. In doing so, they modify perceptions and behavior, enhance communication and understanding among all family members, and help to prevent family and individual crisis. Individual marriage and family therapists also may engage in psychotherapy of a nonmedical nature, with appropriate referrals to psychiatric resources, and in research and teaching in the overall field of human development and interpersonal relationships.

Other counseling specialties include gerontological or multicultural counseling. A gerontological counselor provides services to elderly persons who face changing lifestyles because of health problems, and helps families cope with these changes. A multicultural counselor helps employers adjust to an increasingly diverse workforce.

Working Conditions

Most educational, vocational, and school counselors work the traditional 9- to 10-month school year with a 2- to 3-month vacation,



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although increasing numbers are employed on 10 1/2- or 11-month contracts. They usually work the same hours that teachers do. College career planning and placement counselors work long and irregular hours during student recruiting periods.

Rehabilitation counselors usually work a standard 40-hour week. Self-employed counselors and those working in mental health and community agencies, such as substance abuse and behavioral disorder counselors, often work evenings to counsel clients who work during the day. Marriage and family counselors also often work flexible hours to accommodate families in crisis or working couples who must have evening or weekend appointments.

Counselors must possess high physical and emotional energy to handle the array of problems they address. Dealing daily with these problems can cause stress. Because privacy is essential for confidential and frank discussions with clients, counselors usually have private offices.

Employment

Counselors held about 465,000 jobs in 2000. Employment was distributed among the counseling specialties as follows:

Educational, vocational, and school counselors	205,000
Rehabilitation counselors	110,000
Mental health counselors	67,000
Substance abuse and behavioral disorder counselors	61,000
Marriage and family therapists	21,000

Educational, vocational, and school counselors work primarily in elementary and secondary schools and colleges and universities. Other types of counselors work in a wide variety of public and private establishments. These include healthcare facilities; job training, career development, and vocational rehabilitation centers; social agencies; correctional institutions; and residential care facilities, such as halfway houses for criminal offenders and group homes for children, the elderly, and the disabled. Some substance abuse and behavioral disorder counselors work in therapeutic communities where addicts live while under treatment. Counselors also work in organizations engaged in community improvement and social change, as well as in drug and alcohol rehabilitation programs and State and local government agencies. A growing number of counselors work in health maintenance organizations, insurance companies, group practice, and private practice. This growth has been spurred by laws allowing counselors to receive payments from insurance companies and requiring employers to provide rehabilitation and counseling services to employees.

Training, Other Qualifications, and Advancement

Formal education is necessary to gain employment as a counselor. About half of all counselors have a master's degree; fields of study include college student affairs, elementary or secondary school counseling, education, gerontological counseling, marriage and family counseling, substance abuse counseling, rehabilitation counseling, agency or community counseling, clinical mental health counseling, counseling psychology, career counseling, and related fields.

Graduate-level counselor education programs in colleges and universities usually are in departments of education or psychology. Courses are grouped into eight core areas: Human growth and development, social and cultural diversity, relationships, groupwork, career development, assessment, research and program evaluation, and professional identity. In an accredited program, 48 to 60 semester hours of graduate study, including a period of supervised clinical experience in counseling, are required for a master's degree. In 2000, 149 institutions offered programs in counselor education—including career, community, gerontological, mental health, school, student affairs, and marriage and family counseling—that

were accredited by the Council for Accreditation of Counseling and Related Educational Programs (CACREP). CACREP also recognizes many counselor education programs, apart from the 149 accredited institutions, that use alternative instruction methods, such as distance learning. Programs that use alternative instruction methods are evaluated using the same standards for accreditation that CACREP applies to programs that employ more-traditional methods. Another organization, the Council on Rehabilitation Education (CORE), accredits graduate programs in rehabilitation counseling. Accredited master's degree programs include a minimum of 2 years of full-time study, including 600 hours of supervised clinical internship experience.

In 2001, 46 States and the District of Columbia had some form of counselor credentialing, licensure, certification, or registry legislation governing practice outside schools. Requirements vary from State to State. In some States, credentialing is mandatory; in others, it is voluntary.

All States require school counselors to hold State school counseling certification; however, certification requirements vary from State to State. Some States require public school counselors to have both counseling and teaching certificates. Depending on the State, a master's degree in counseling and 2 to 5 years of teaching experience could be required for a school counseling certificate.

Counselors must be aware of educational and training requirements that are often very detailed and that vary by area and by counseling specialty. Prospective counselors should check with State and local governments, employers, and national voluntary certification organizations in order to determine which requirements apply.

Many counselors elect to be nationally certified by the National Board for Certified Counselors, Inc. (NBCC), which grants the general practice credential, "National Certified Counselor." To be certified, a counselor must hold a master's or higher degree with a concentration in counseling from a regionally accredited college or university; have at least 2 years of supervised field experience in a counseling setting (graduates from counselor education programs accredited by CACREP are exempted); provide two professional endorsements, one of which must be from a recent supervisor; and have a passing score on the NBCC's National Counselor Examination for Licensure and Certification (NCE). This national certification is voluntary, and is distinct from State certification. However, in some States, those who pass the national exam are exempted from taking a State certification exam. NBCC also offers specialty certification in school, clinical mental health, and addictions counseling. To maintain their certification, counselors retake and pass the NCE or complete 100 hours of acceptable continuing education credit every 5 years.

Another organization, the Commission on Rehabilitation Counselor Certification, offers voluntary national certification for rehabilitation counselors. Many employers require rehabilitation counselors to be nationally certified. To become certified, rehabilitation counselors usually must graduate from an accredited educational program, complete an internship, and pass a written examination. (Certification requirements vary according to an applicant's educational history. Employment experience, for example, is required for those with a counseling degree in a specialty other than rehabilitation.) After meeting these requirements, candidates are then designated as "Certified Rehabilitation Counselors." To maintain their certification, counselors must successfully retake the certification exam or complete 100 hours of acceptable continuing education credit every 5 years.

Vocational and related rehabilitation agencies usually require a master's degree in rehabilitation counseling, counseling and guidance, or counseling psychology for rehabilitation counselor jobs. Some, however, accept applicants with a bachelor's degree in

rehabilitation services, counseling, psychology, sociology, or related fields. A bachelor's degree often qualifies a person to work as a counseling aide, rehabilitation aide, or social service worker. Experience in employment counseling, job development, psychology, education, or social work is helpful.

Some States require counselors in public employment offices to have a master's degree; others accept a bachelor's degree with appropriate counseling courses. A 6-year, master's level degree is the minimum education required to enter the field of marriage and family therapy.

Clinical mental health counselors usually have a master's degree in mental health counseling, in another area of counseling, or in psychology or social work. Voluntary certification is available through the NBCC. Generally, to receive certification as a clinical mental health counselor, a counselor must have a master's degree in counseling, 2 years of postmaster's experience, a period of supervised clinical experience, a taped sample of clinical work, and a passing grade on a written examination.

Some employers provide training for newly hired counselors. Many have work-study programs so that those employed counselors can earn graduate degrees. Counselors must participate in graduate studies, workshops, and personal studies to maintain their certificates and licenses.

Persons interested in counseling should have a strong interest in helping others and the ability to inspire respect, trust, and confidence. They should be able to work independently or as part of a team. Counselors follow the code of ethics associated with their respective certifications and licenses.

Prospects for advancement vary by counseling field. School counselors can move to a larger school; become directors or supervisors of counseling, guidance, or pupil personnel services; or, usually with further graduate education, become counselor educators, counseling psychologists, or school administrators. (See the statements on psychologists and education administrators elsewhere in the *Handbook*.) Some counselors choose to work for a State's department of education. For marriage and family therapists, doctoral education in family therapy emphasizes the training of supervisors, teachers, researchers, and clinicians in the discipline.

Counselors can become supervisors or administrators in their agencies. Some counselors move into research, consulting, or college teaching, or go into private or group practice.

Job Outlook

Overall employment of counselors is expected to grow faster than the average for all occupations through 2010. In addition, numerous job openings will occur as many counselors reach retirement age.

Employment of educational, vocational, and school counselors is expected to grow as a result of increasing student enrollments, particularly in secondary and postsecondary schools; State legislation requiring counselors in elementary schools; and expansion of the responsibilities of counselors. For example, counselors are becoming more involved in crisis and preventive counseling, helping students deal with issues ranging from drug and alcohol abuse to death and suicide. Also, in order to decrease the student-to-counselor ratio, school districts in many States are using Federal grants to establish or expand elementary school counseling programs. Over the long term, however, budget constraints may dampen job growth of school counselors.

The demand for vocational, or employment, counselors, who work primarily for State and local government, is expected to continue to grow as current welfare laws require welfare recipients to find jobs. However, uncertainty about the future of welfare reform (the Welfare Reform Act of 1996 expires in September 2002) could

limit this growth. Opportunities for employment counselors working in private job-training services should grow as counselors provide training and other services to laid-off workers, experienced workers seeking a new or second career, full-time homemakers seeking to enter or reenter the workforce, and workers who want to upgrade their skills.

Demand is expected to be strong for substance abuse and behavioral, mental health, and marriage and family therapists and for rehabilitation counselors, for a variety of reasons. The increasing availability of funds to build statewide networks to improve services for children and adolescents with serious emotional disturbances and their family members should increase employment opportunities for counselors. Under managed care systems, insurance companies increasingly provide for reimbursement of counselors, enabling many counselors to move from schools and government agencies to private practice. Counselors also are forming group practices to receive expanded insurance coverage. The number of people who need rehabilitation services will grow as advances in medical technology continue to save lives that only a few years ago would have been lost. In addition, legislation requiring equal employment rights for people with disabilities will spur demand for counselors. Counselors not only will help individuals with disabilities with their transition into the workforce, but also will help companies comply with the law. Employers also are increasingly offering employee assistance programs that provide mental health and alcohol and drug abuse services. More people are expected to use these services as the elderly population grows and as society focuses on ways of developing mental well-being, such as controlling stress associated with job and family responsibilities.

Earnings

Median annual earnings of educational, vocational, and school counselors in 2000 were \$42,110. The middle 50 percent earned between \$31,640 and \$53,930. The lowest 10 percent earned less than \$23,560, and the highest 10 percent earned more than \$67,170. School counselors can earn additional income working summers in the school system or in other jobs. Median annual earnings in the industries employing the largest numbers of educational, vocational, and school counselors in 2000 were as follows:

Elementary and secondary schools	\$46,850
State government	41,020
Colleges and universities	37,040
Job training and related services	25,210

Median annual earnings of substance abuse and behavioral disorder counselors in 2000 were \$28,510. The middle 50 percent earned between \$23,280 and \$35,250. The lowest 10 percent earned less than \$18,850, and the highest 10 percent earned more than \$43,420. Median annual earnings in the industries employing the largest numbers of substance abuse and behavioral disorder counselors in 2000 were as follows:

Local government	\$31,640
Hospitals	31,600
Health and allied services, NEC	28,170
Individual and family services	27,030
Residential care	24,930

Median annual earnings of mental health counselors in 2000 were \$27,570. The middle 50 percent earned between \$22,220 and \$36,150. The lowest 10 percent earned less than \$18,500, and the highest 10 percent earned more than \$46,270. Median annual earnings in the industries employing the largest numbers of mental health counselors in 2000 were as follows:

Local government	\$34,480
Hospitals	30,900
Health and allied services, NEC	28,690
Individual and family services	28,040
Residential care	22,920

Median annual earnings of rehabilitation counselors in 2000 were \$24,450. The middle 50 percent earned between \$19,080 and \$33,000. The lowest 10 percent earned less than \$15,790, and the highest 10 percent earned more than \$42,790. Median annual earnings in the industries employing the largest numbers of rehabilitation counselors in 2000 were as follows:

State government	\$34,470
Hospitals	31,140
Individual and family services	23,650
Job training and related services	23,070
Residential care	20,360

Median annual earnings of marriage and family therapists in 2000 were \$34,660. The middle 50 percent earned between \$27,970 and \$44,320. The lowest 10 percent earned less than \$22,770, and the highest 10 percent earned more than \$44,320. Median annual earnings in 2000 were \$33,140 in individual and family social services, the industry employing their largest numbers.

Self-employed counselors who have well-established practices, as well as counselors employed in group practices, usually have the highest earnings, as do some counselors working for private firms, such as insurance companies and private rehabilitation companies.

Related Occupations

Counselors help people evaluate their interests, abilities, and disabilities, and deal with personal, social, academic, and career problems. Others who help people in similar ways include teachers, social and human service assistants, social workers, psychologists, physicians and surgeons, registered nurses, members of the clergy, occupational therapists, and human resources, training, and labor relations managers and specialists.

Sources of Additional Information

For general information about counseling, as well as information on specialties such as school, college, mental health, rehabilitation, multicultural, career, marriage and family, and gerontological counseling, contact:

► American Counseling Association, 5999 Stevenson Ave., Alexandria, VA 22304-3300. Internet: <http://www.counseling.org>

For information on accredited counseling and related training programs, contact:

► Council for Accreditation of Counseling and Related Educational Programs, American Counseling Association, 5999 Stevenson Ave., 4th floor, Alexandria, VA 22304. Internet: <http://www.counseling.org/cacrep>

For information on national certification requirements for counselors, contact:

► National Board for Certified Counselors, Inc., 3 Terrace Way, Suite D, Greensboro, NC 27403-3660. Internet: <http://www.nbcc.org>

For information on certification requirements for rehabilitation counselors and a list of accredited rehabilitation education programs, contact:

► Commission on Rehabilitation Counselor Certification, 1835 Rohlwing Rd., Suite E, Rolling Meadows, IL 60008.

State departments of education can supply information on colleges and universities that offer guidance and counseling training that meets State certification and licensure requirements.

State employment service offices have information about job opportunities and entrance requirements for counselors.

Probation Officers and Correctional Treatment Specialists

(O*NET 21-1092.00)

Significant Points

- Probation officers and correctional treatment specialists work with criminal offenders, some of whom may be dangerous.
- A bachelor's degree in social work, criminal justice, or a related field usually is required.
- Good employment opportunities are expected.

Nature of the Work

Many people who are convicted of crimes are placed on probation instead of being sent to prison. During probation, offenders must stay out of trouble and meet various other requirements. Probation officers, who also may be referred to as community supervision officers in some States, supervise people who have been placed on probation. Parole officers perform many of the same duties that probation officers perform. However, parole officers supervise offenders who have been released from prison on parole to ensure that they comply with the conditions of their parole. In some States, the job of parole and probation officer is combined.

Probation and parole officers supervise offenders on probation or parole through personal contact with the offender and his or her family. Some offenders are required to wear an electronic device so that probation officers can monitor their activities. Officers may arrange for offenders to get substance abuse rehabilitation or job training. They also attend court hearings to update the court on the offender's compliance with the terms of his or her sentence and on the offender's efforts at rehabilitation.

Probation officers also spend much of their time working for the courts. They investigate the background of offenders brought before the court, write presentence reports, and make sentencing recommendations for each offender. Officers review sentencing recommendations with offenders and their families before submitting them to the court. Officers may be required to testify in court as to their findings and recommendations.

Probation officers usually work with either adults or juveniles exclusively. Only in small, usually rural jurisdictions do probation officers counsel both adults and juveniles. Occasionally, in the Federal courts system, probation officers may undertake the job of a pretrial services officer. Pretrial services officers conduct pretrial investigations and make bond recommendations for defendants.

Correctional treatment specialists work in correctional institutions (jails and prisons) or in parole or probation agencies. In jails and prisons, they evaluate the progress of inmates. They also work with inmates, probation officers, and other agencies to develop parole and release plans. Their case reports are provided to the appropriate parole board when their clients are eligible to be released. In addition, they plan educational and training programs to provide offenders with job skills, and counsel offenders either individually or in groups regarding their coping skills, anger management skills, and drug or sexual abuse. They usually write treatment plans and summaries for each client. Correctional treatment specialists working in parole and probation agencies perform many of the same duties as their counterparts who work in correctional institutions. Correctional treatment specialists may also be known as case managers or drug treatment specialists.