Careers in Travel and Tourism Management
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Travel and Tourism Management

- Incorporates management principles and procedures of the travel and tourism industry as well as:
  - Destination geography
  - Airlines
  - International travel
  - Cruising
  - Travel by rail
  - Lodging
  - Recreation
  - Amusements
  - Attractions
  - Resorts
College and Career Initiative

- Education initiative designed to prepare students for a:
  - Lifetime of success
  - Secondary and postsecondary opportunities
  - Career preparation and advancement
  - Meaningful work
  - Active citizenship
- Designed to help students (and parents) make:
  - Wise education choices
  - 21st Century curricula combining
    - rigorous academics and
    - relevant career education
Programs of Study

- Travel and Tourism
  - Travel and Tourism Director

*Programs of Study in your school may be different from the recommended sequence of coursework.*
Career Related Electives

- 9th – Principle of Hospitality and Tourism
- 10th – Interpersonal Studies or Travel and Tourism Management
- 11th – Hospitality Services or Human Resource Management
- 12th – Practicum in Hospitality and Tourism

*Note - Sequence of courses in your school may be different from the recommended sequence of coursework.*
On the Job Training

- Office Aide (Travel and Tourism)
- Receptionist (Travel and Tourism)
- Reservation Clerk Tour Guide
Certificates

- Travel Agent Proficiency
- OSHA Career Safe
- Reservationist

Career Options:
- Travel Agent
Associate Degrees

Career Options:

• Agency Manager
• Customer Service Agent
• Travel Agent
• Travel/Tour Guide

• Travel Agent
Bachelor Degrees

- Hospitality Administration
- Hospitality Management
- Hotel and Restaurant Management
- Restaurant, Hotel, and Institutional Management

Career Options:
- Convention Services Manager
- Sales Manager
- Tourism Marketing Specialist
- Travel Agency Owner
Graduate Degrees

- Hospitality Administration
- Hospitality Management
- Hotel and Restaurant Management
- Restaurant, Hotel, and Institutional Management

Career Options:
- Corporate Director of Sales
- Corporate Travel Executive
- Director of Tourism Development
- Chief Executive
Travel and Tourism Management Careers

- Food Service Managers
- Interpreters and Translators
- Lodging Managers
- Meeting, Convention, and Event Planners
- Reservations and Transportation Ticket Agents and Travel Clerks
- Tour Guides and Escorts
- Transportation Attendants
- Travel Agents
- Travel Clerks

CareerOneStop - Career and Cluster Videos

Click on link
Obtaining Employment

• When seeking employment, have available:
  – Career portfolio
    • Resume
    • Certifications
    • Record of skills attained
    • Letters of reference
  – Completed job application
  – Interview skills
Once you have secured employment, be sure to:

– Arrive to work on time
– Work responsibly
– Work safely
– Respect the business
– Maintain a positive attitude
– Complete your assigned tasks
Job Performance

- **Stress**
  - Sinking feeling
  - Tension headaches
  - Sweaty palms

- **Fatigue**
  - Tiredness
  - Physical exertion
  - Lack of sleep

- **Anxiety**
  - Back pain
  - Stiffness
  - Nausea
Mental Health Tips

• Rest
• Eat healthy
• Exercise
Terminating Employment

• If you have to quit your job, be sure to follow these steps:
  – Give at least two weeks notice
  – Submit a letter of resignation which may include:
    • Reason for leaving
    • Thanking employer for experience
    • Offering to train new employee
Professional Organizations

• Hospitality Financial & Technology Association
• Hospitality Sales and Marketing Association
• National Concierge Association
• Texas Hotel & Lodging Association
• Texas Restaurant Association
Continued Education

• Learning does not stop after completing a program
• Must keep up with current trends in the industry
• Continue updating your skills through
  – Certificate programs
  – Conferences
  – Educational opportunities
  – Meetings
  – Seminars
  – Webinars
Employment Opportunities

• Networking
• Newspaper ads
• Hotel/Restaurant/Travel Website
• Texas Workforce Commission
Questions?
References and Resources

Images:
• Microsoft Office Clip Art: Used with permission from Microsoft.

Textbook:

Websites:
• Achieve Texas
  An education initiative designed to prepare students for a lifetime of success
• CTE – Learning that works for America
  Nationwide, Career Technical Education (CTE) programs are changing, evolving and innovating to better serve the country’s needs.
  [http://www.careertech.org/](http://www.careertech.org/)
• O*NET OnLine
  Detailed descriptions of the world of work for use by job seekers, workforce development and HR professionals, students, researchers, and more!
  Browse by Career Cluster — Hospitality and Tourism
  [http://www.onetonline.org/find/career?c=9&q=Go](http://www.onetonline.org/find/career?c=9&q=Go)
• Texas Work Prep Learning Management System._Texas Job Hunter’s Guide*Course._
  [https://www.texasworkprep.com/texasworkprep.htm](https://www.texasworkprep.com/texasworkprep.htm)