

TEENAGE EMPLOYMENT
IN MANHATTAN, KANSAS

by

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INTRODUCTION

During the past few years, much study has been given the problem of the unemployment of teenage youth. While the problem of unemployment of sixteen to twenty year olds is great, it is further aggravated by a lack of training beyond high school on the part of many such persons.

The major reason for this report was to determine the employment possibilities in Manhattan, Kansas of youth under twenty years of age and not having formal training beyond high school. Because this problem is both a national and local one, some meaningful national statistics on the matter will be presented as well as a report on the findings of a local study.

James B. Conant, the often quoted and much read president emeritus of Harvard University, in an address at the Conference on Unemployed Out-of-School Youth in Urban Areas, called this problem of unemployed teenage youth, "social dynamite,..... a serious threat to our free society."¹

From the early 1940's through World War II and even up into the early 1950's it was relatively easy for the youth of our land to find work. The vast demands of war and the following period of economic expansion seemed to have unlimited need for both skilled and unskilled workers. Competition for jobs was almost non-existent, for during the war years thousands of our youth were being drawn off the labor force for service with the

¹ James B. Conant, "Address at Conference on Unemployed Out-of-School Youth in Urban Areas," National Committee for Children and Youth, May 24, 1961.

military. When the war ended, the G.I. Bill made it an easy venture for returning servicemen to go to school, and once again huge masses of workers were kept out of the competition for jobs.

Because the manpower needed by our armed forces today is only a fraction of that needed during World War II, and because the G.I. Bill has tapered off to a near vanishing point, many thousands of youth once drawn out of the labor market are now finding an overcrowded, highly competitive situation.

One of Boston's largest public employment offices has reported that applicants under 20 years of age constitute 22 per cent of their applications but only 6 per cent of their placements.¹

The U.S. Department of Labor in May of 1961 reported that while the national unemployment rate was 6.9 per cent for all workers, for workers aged 16-20 the rate was 17 per cent.²

In an appearance before a Senate Labor subcommittee on June 3, 1960, Labor Secretary Goldberg pointed out, that "to appreciate the potential problem posed by this massive influx of young workers, it must be considered in light of the unemployment rate among young people, as well as the changing character of the economy."³

Some of these changes which Goldberg pointed out were:

1. The shift from an agricultural to an industrial and

¹ Helen B. Shaffer, "Jobs for Young People", Editorial Research Reports, Washington, D.C., July 12, 1961, p.503.

² U. S. Department of Labor, Special survey of Youth in 15 Metropolitan Areas, May 16, 1961.

³ U. S. Department of Labor, School and Early Employment Experience of Youth, August 1960, p.28.

commercial economy.

2. The rapid expansion of research and development.
3. The application of technological improvements.
4. The increasing size and complexity of business organization.
5. The growth of record keeping.
6. The growing need for educational and medical services.

Goldberg further pointed out that although the educational attainments of youth as a whole are increasing, a substantial number of young people have glaring educational deficiencies. "Nearly 4 million youth will arrive at age 18 each year during the 1960's. One third of these will be (educational) drop-outs. Only one half of those remaining will continue in school past high school."¹ It is further noted that "of the nearly 7 1/2 million teenagers entering the labor market during the 1960's without having completed high school; 2 1/2 million of them will not have completed the eighth grade."²

It can be seen that with an ever-mounting number of job seekers to choose from both the trained and the untrained, the younger and the older, employers will probably be more apt to hire the older, experience worker. Thus, increasing pressure is put on the growing masses of untrained teenage job-seekers and the "social dynamite" reaches much nearer the detonation point.

¹ Paul J. Gardner, "Teacher's Role In Guidance", Ohio Schools, March 1960, 38:30.

² Conant, op. cit.

With the exception of girls who quit school to marry, almost all persons who drop out of school start looking for a job. Studies by the U.S. Labor Department give evidence that the dropouts:

1. Find it hardest to get work.
2. Get the poorest jobs.
3. Are laid off more frequently.
4. Have longer periods of unemployment.
5. Make the least progress up the job scale as they reach the peak earning years of life.¹

While it was not the purpose of this report to deal primarily with the subject of "drop-outs", this field presents an opportunity for much needed study. Lloyd reports that one out of every three drop-outs does not get beyond the eighth grade and that almost 2 out of 3 never reach senior high school. In other words, even before the guidance and counseling process of most schools begin, a significant and substantial proportion of drop-outs already exists. Under current conditions in many schools, before any occupational information or guidance has been presented to the school child, many are already seeking work. In his study, Lloyd reports that only one out of every five drop-outs has had any manner of vocational guidance at all.²

Not all of our teenage unemployment problems can be blamed

¹ U. S. Department of Labor, op. cit., p.28.

² Robert C. Lloyd, "Guidance In the Big City School", N.E.A. Journal, Jan. 1959, 48:20-22.

on the drop-out, however. From the study reported by Gardner,¹ it can be seen that a large portion of the 18 year olds will have finished high school, and yet, about 3 out of 4 of these youth will not find employment. It is suggested, a ship without a steersman will run a poor course. Likewise, a teenager seeking employment without having made some sort of occupational choice will also run an erratic course and unfortunately a large percentage of every pre-work age group has made no occupational choice whatsoever.

A vocational choice is a process, not a single act. Many youth have a tendency to view the process of vocational choice as something that can be done quickly, thus for those who do make such an occupational choice, there is a strong tendency to select from a narrow range of occupational titles. Therefore, when the young job seeker begins to look for employment, he is frustrated to find no opening in his chosen field. He must now seek a different, perhaps less desirable type of occupation. Even though he does find such a job, he will more than likely be dissatisfied because it was not what he wanted or had chosen for himself.

"One of the basic developmental tasks is finding a suitable place in the world of work,.....the school must broaden the

¹ Gardner, op. cit., p.31.

vision of the pupil and interest him in finding himself and his best field of service."¹ It is the contention of this writer that this is the first business of our schools. This writing is a report of one such venture.

¹ Jesse B. Davis, "The Problem of Vocational Guidance Stated", Personnel and Guidance Journal, March, 1956, 34:420.

REASON FOR STUDY

In presenting occupational information to the ninth grade pupils of Manhattan Junior High School, the normal procedures of notebooks, films, speakers, etc., had been followed for some years. Yet with all this, it was noted by the writer that most of the occupational studies had been over more or less general and nation-wide types of vocations with little or no exploration of job possibilities in the immediate Manhattan area.

Also, such questions as, "Will there be a job for me at home", kept appearing in the writings of the pupils. It was found that from no known source was the answer to this question available. It was concluded, therefore, that a survey of the employment possibilities of Manhattan be taken, and that this research be done as a class project and as a means of acquiring local occupational information.

PURPOSE OF STUDY

It was the purpose of this study to determine the past, present, and probable future employment possibilities of Manhattan youth under twenty years of age who had not received formal education or training beyond high school.

METHOD OF THE STUDY

To obtain the information needed and to do so in a meaningful manner three steps were followed:

1. Evaluation of the pupils own self-knowledge of the

community.

2. Comparison of the student made list with an actual list of businesses.

3. Teenage Job Survey of Manhattan, Kansas.

Step one, an evaluation of self-knowledge. To do this, each pupil was asked to submit as many kinds of businesses known to him in the city as he could recall in a 20 minute period. At the end of this time the lists were collected and given to a committee of students who in turn combined the lists into a master list. Several class periods were given over to an examination of these lists and such areas as possibilities for expansion, methods of combining services or products to form a new type business, etc., were explored by the classes.

Step two, a comparison of lists. A list of all businesses in Manhattan was supplied by the Chamber of Commerce and permission of the Chamber was granted to pursue the study further. A comparison of the Chamber of Commerce list with that of the class showed that while there was already much student-knowledge about the community, it did not begin to draw a complete picture of the complex pattern of the business world of this Kansas city of 22,993.

Because the list of businesses was quite long, and because the proposed study was to deal with youth employment, the list was shortened by two definitions.

(1) Business, an establishment employing persons.

(2) Business, an establishment dealing in a product or

service legal to the use of a person 16 to 20 years of age.

Thus, many businesses on the list were cut off because it was a "no-employee" type business or it handled such merchandise as beer or alcohol, products not legally available to teenage youth.

Thus deleted, the list was composed of 743 business establishments. A breakdown of the business structure of Manhattan can be seen in Table 1.

Table 1. The business structure of Manhattan, Kansas as listed in Businesses In Manhattan, a pamphlet printed by the Chamber of Commerce, January 1962.

Type of business	Number	Per Cent
Retail sales	333	47.37
Wholesale sales	39	5.54
Personal services	230	32.72
Public services	50	7.11
Manufacturing and Construction	29	4.13
Educational services	9	1.28
Transportation and Communications	13	1.85

Of the businesses in the city, 47.37 per cent were found to be of a retail sales type and 32.75 per cent or nearly one third of these businesses deal in personal services. This latter group was composed of such establishments as beauty parlors, barbershops, doctor and dental offices, lawyers, etc. These two groups combined, composed over three-fourths of all the businesses in Manhattan.

While the Educational Services group showed only 1.28 per

cent of all businesses, many of the educational institutions within the city were not listed by the Chamber of Commerce report. More comments and comparisons of this matter will be given under the heading "Employment Structure of Manhattan".

Step three consisted of a Teenage Job Survey of Manhattan, Kansas. To be sure that this step was correctly carried out, a training period of two weeks was given over to the discussion of the interview questionnaire and role playing. This writer is of the opinion that the role playing phase of this step was of great importance to the success of the study. In it, each student was given several experiences at conducting an interview. Mistakes and weaknesses of approach, or methods of handling an interviewee were noted and each student was given aid in improving his form. During the training period, instruction was given repeatedly as to the purpose of the study and just what was planned as values to be obtained from the research.

Once the list of businesses was divided among the 170 participating pupils, a total time of two weeks elapsed before 660 of the 703 businesses were contacted. This was a return of approximately 94 per cent. Because some of the businesses could not be contacted in the given time or because the business as listed by the Chamber report no longer existed, 6 per cent of the questionnaires had to be listed as "no-return". The reason for this rather high rate of return was the manner in which each student was sent out to make his contacts. First, he knew exactly where to go, second, he was given the name of the person to

contact, and third, he had been given repeated instruction as to the manner in which each interview was to be conducted.

Method of Student Interview

To make certain that each interview would be properly conducted, that no student would be refused an interview, and that no employer would be angered by the interviewer, the following list of instructions was given each student.

1. Be neat, the way you look does make a difference.
2. Be concise, business men are busy.
3. Be polite, you represent not only yourself, but your school.
4. State who you are, where you are from, and why you are there.
5. Allow the interviewee to take his time in filling out the questionnaire.
6. Be sure to say "thank you".

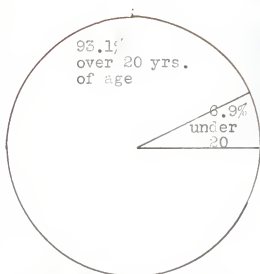
It can be stated here that no student was met by anything but kindness and not one single business man refused to aid in the survey.

Copies of the interview sheet which the students completed with the aid of each employer and the questionnaire which was left for the employer to complete and mail may be found in the Appendix.

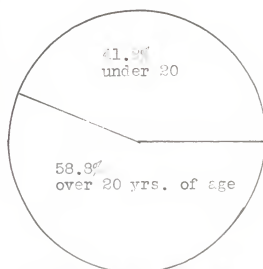
FINDINGS OF TEENAGE JOB SURVEY

Number of Full-Time and Part-Time Employees

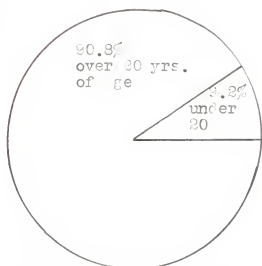
In order to obtain a clearer view of the employment structure of Manhattan and thus be better able to predict the future trends in employment practice, it was necessary to know how many and what per cent of the employees of the city were full-time and what per cent were part-time. The survey revealed that there were 3,606 full-time male employees and 2,676 full-time female employees; a total of 6,282 full-time employees. There were 741 part-time male employees and 282 part-time female employees in the firms listed on the Chamber of Commerce list or a total of 1,023 part-time employees. It was found that 85.9 per cent of the employees were on a full-time basis and 14.1 per cent of the employees were on a part-time bases. (See Figure 1, page 13.)



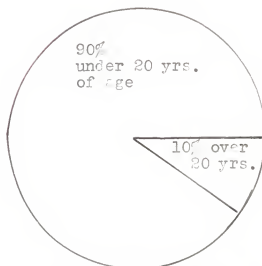
Full-time male employees



Part-time male employees



Full-time female employees



Part-time female employees

Figure 1. Per cent of employees in each of four areas.

Sex Distribution of Manhattan Employees

According to the 1960 census, 32.4 per cent of the state's working force were women. This study shows only the male and female employees in Manhattan and does not include the employers as workers, nor does it include those employees handling products not legally available to teenagers. Therefore, the percentages shown in Figure 2 will not reflect a true picture of the total Manhattan working force.

The study revealed that 36.5 per cent of the workers of Manhattan were full-time female employees, and that 4.0 per cent of the employees were part-time female workers. This total of 40.5 per cent indicates a 25 per cent greater occurrence of female employees in Manhattan than on the state average.

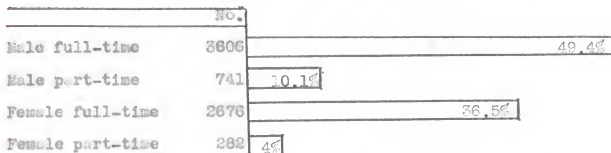


Figure 2. Comparison of Manhattan full and part-time employees by sex.

Employees Under Twenty Years of Age

In both the male and female employees ratings, a considerable difference in the per cent of employees under twenty years of age was found when comparing the full-time and the part-time employment figures.

With the male employees, increase in occurrence from 6.9 per cent to 41.2 per cent was found when comparing the full-time to the part-time employees. In the case of women, a rise from 9.2 per cent to 90.0 per cent was indicated when comparing the full-time to the part-time employees.

This finding the writer believes to be of considerable importance to note: More persons under twenty years of age are hired or are working on a part-time basis in Manhattan than are hired or are working on a full-time basis.

Figure 3 shows the total comparisons between the full-time and the part-time employees. It was found by the survey that 8.4 per cent of all full-time employees were under twenty years of age while 48.5 per cent of all part-time employees were under twenty years of age. This is a difference in proportion of 40.1 per cent. (See Figure 3, page 16.)



Figure 3. Per cent of full-time and part-time Manhattan employees under twenty years of age.

Age and Training of the Employees

The percentage of workers hired in Manhattan with no post-high school training or who were under twenty years of age at the time of employment was found to be quite heavily out-weighted in all areas but one by the hirings of persons either over twenty years of age or who at the time of employment had had some degree of post-high school training.

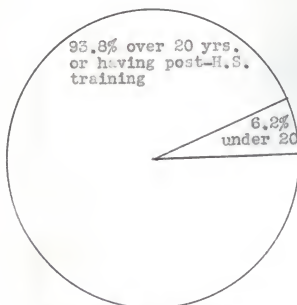
In all areas, the percentage of workers under twenty years of age or who had had no post-high school training was greater when comparing the full-time to the part-time employees. In the case of part-time female employees under twenty years of age and having no post-high school training it was found that 59.5 per cent of all part-time employees fell into this area. This writer upon further investigation found several clues as to the

possible cause of this rather large percentage. In many instances, girls not yet out of high school are hired to do part-time clerking, or sales and service jobs. In the case of one drug store having 11 employees, 9 of them fell into this area. (See Figure 4, p. 18.)

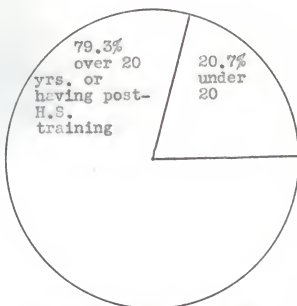
Post-High-School Training

In drawing a comparison between the employees with and without post-high school training in the age group 16-20, the study showed a somewhat balanced picture.

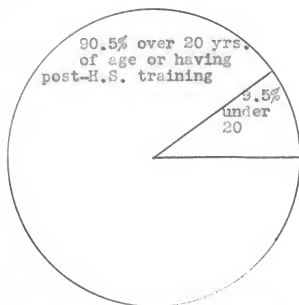
Of the male employees under twenty years of age hired on a full-time basis, only 21.4 per cent were without post-high school training while 47.7 per cent or nearly one half of the part-time male employees were so trained. A lesser amount, only 8.7 per cent, of the full-time female employees were without post-high school training while 41.2 per cent of the part-time female employees lacked this training. In both cases, a sharp rise in the percentage of employees was seen when comparison from full-time to part-time was drawn. (See Fig. 5, p. 19.)



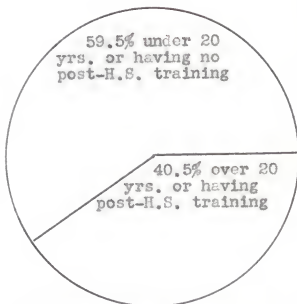
Full-time male employees



Part-time male employees

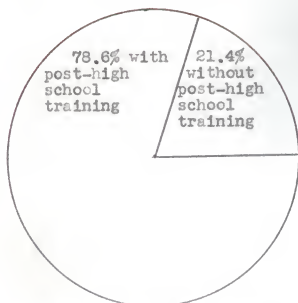


Full-time female employees

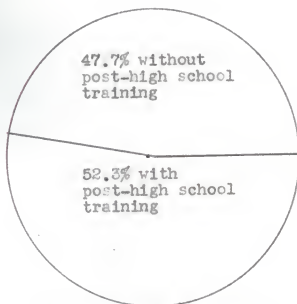


Part-time female employees

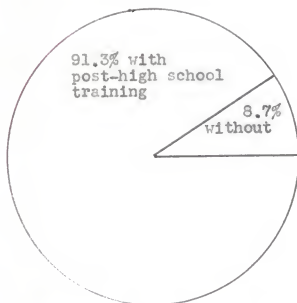
Figure 4. A comparison of the total per cent of Manhattan employees to the per cent of employees who at time of employment were under 20 years of age and had had no post-high school training.



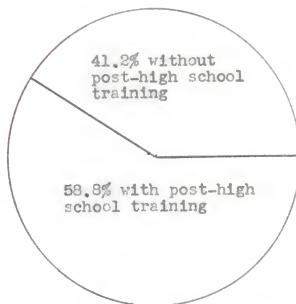
Full-time male employees
under 20 yrs. of age



Part-time male employees
under 20 yrs. of age



Full-time female employees
under 20 yrs. of age



Part-time female employees
under 20 yrs. of age

Figure 5. A comparison of those Manhattan employees reported under twenty years of age with and without post-high school training.

Opportunities for Employment

Of the 703 employers contacted by the Teenage Job Survey of Manhattan, Kansas, 139 employers indicated that at that time it was not possible to state whether or not any jobs would be open in the next 12 months (April 1962-April 1963). Of the total, 298 employers stated that they were not at that time planning to employ any persons under 20 years of age who had no post-high school training.

It was found by the survey that 14.1 per cent of the employed persons of Manhattan were part-time employees. It was further indicated that 56.2 per cent of potential job openings were for part-time workers. It was indicated by the study that part-time female workers already employed in Manhattan constituted only 4.0 per cent of the total working force, while this same category held 35.1 per cent of the indicated job openings. Consequently, it can be stated, the largest number of teenage workers to be hired in the year April, 1962 to April, 1963, will be hired in the area of part-time female employees.

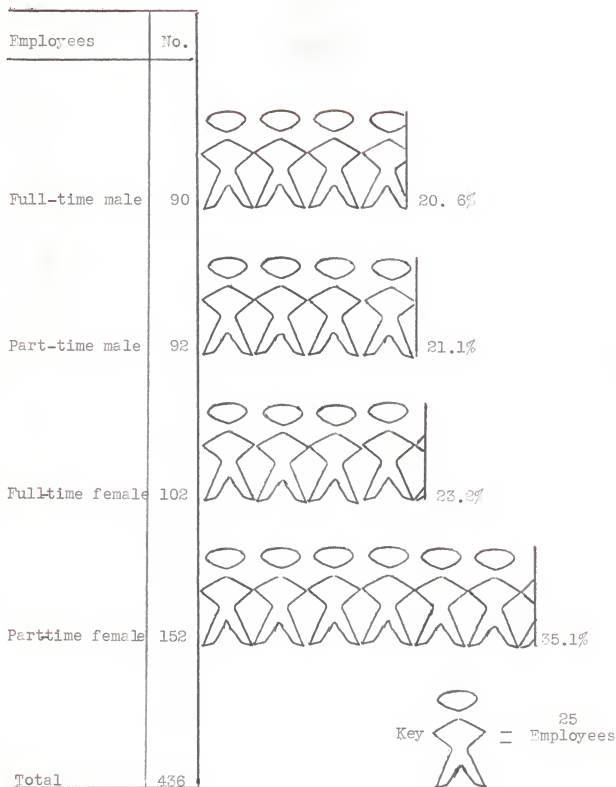


Figure 6. Opportunities for employment in Manhattan, of persons under twenty years of age and having no post-high school training.

Opinions Concerning Employment of Teenage Youth

Many employers were reluctant to state any definite policy toward hiring of teenage youth. However, some of the comments of those employers willing to make statements are included in this report.

Question: If it is your policy to hire youth under twenty years of age with no post-high school training, would you briefly state your reason?

Answer: "I have several youth under 20 at the present time working on a part-time basis. I have hired many girls and a few men with no post-high school training. If they can do the job and have what it takes for a good employee, I am unconcerned as to their age or education."

Answer: ".....they must be over 16 and large for their age."

Answer: ".....the minimum wage law makes it difficult to justify hiring any but the best prospects for development."

Answer: "Any youth we would be interested in would very likely want post-high school training."

Answer: "Yes, but we hire only the best we can find, and are willing to pay for the best."

Answer: "We find they are very satisfactory when they are interested in their job."

Answer: ".....as unskilled help."

Answer: "Yes, but then we must train him six months before he will be of any good to us."

Answer: "Most of our help is on the soda fountain. Young people do this type work best."

Answer: ".....if they are capable."

Answer: "It depends upon the individual's potential."

One answer was most enlightening. The plight of our teenage job-seekers would be greatly improved if only all employees held this view. This employer stated: "Yes, because it is felt by the management that first of all it is the responsibility of business to help in the growth of our younger set by using a portion of this working force of young people. Also, it is very gratifying to see young people grow in talents. In many instances they are more productive after job-training and more adjustable to new ideas than the older experienced personnel."

Question: "If it is your policy not to hire persons under twenty years of age or persons with no post-high school training would you briefly state your reason?"

Answer: "Mainly because of insurance."

Answer: "It would take six months training before he would be of any profit to me."

Answer: "What would I do with the older folks in my employment now?"

Answer: "Selling is a profession-it takes training and experience."

Answer: "Not too many young folks want to work."

In summary, it can be stated that many employers are willing to hire teenage youth where the law or insurance restrictions permit. Young persons seeking employment should be alert, willing

and able to learn.

Employment of Negro Youth

At the time of the student conducted interview, each employer was given a short questionnaire in a stamped, addressed envelope. (See page 35.) On the basis of this questionnaire it was hoped that some light could be thrown on the problem of employment of Negro youth in Manhattan. Of the 703 employers contacted, 323 returned their completed questionnaire. This was a return of 46 per cent.

On the basis of this return, it was felt that no conclusive statements as to the employment of Negro youth in Manhattan could be made. It was noted that 239 or 74 per cent of the employers replying stated that they had no Negro employees at that time and did not expect to hire any in the future. Eighty-four employers stated that they had in their employment at that time Negro youth under 20 years of age or Negro employees who at the time of employment were under 20 years of age and had had no post-high school training. Thirty-five employers stated that they would be hiring Negro youth within the next twelve months (April '62-April '63) but mainly for part-time work. It was noted that most employers listed these potential jobs for Negro youth as some form of manual work.

Employment Potential

As shown in Figure 7 and Table 2 of this report, it was found that there would be about 109 job openings for teenage youth in Manhattan during the coming year (April '62-April '63). It was indicated by the survey that Clerical and Sales, and Service type occupations held over half of the job potential for persons under twenty years of age who had had no post-high school training. Travis and Stein¹ reported that in 1960 and continuing onward through 1961, in non-farm employment, there was to be continuous shift from goods-producing to service-producing industries, and from blue-collar or manual occupations to white collar or service occupations.

This statement by Travis and Stein tends to place a less happy job outlook for Negro youth in Manhattan, for it was in the blue-collar type job that most potential employers saw a future need for Negro youth.

The survey disclosed that other than agricultural (which would not be listed in the city business list) and professional (which would require advanced training), the least number of persons needed were indicated as being in the unskilled types of occupations. Consequently, a new and greater emphasis was given the need to stay in school and gain further training.

¹ Herman Travis and Robert Stein, "Employment Trends in 1960", Occupational Outlook Quarterly, United States Department of Labor, Bureau of Labor Statistics, Washington, D.C., May 1961, p.3.

D. O. T. Group

No.

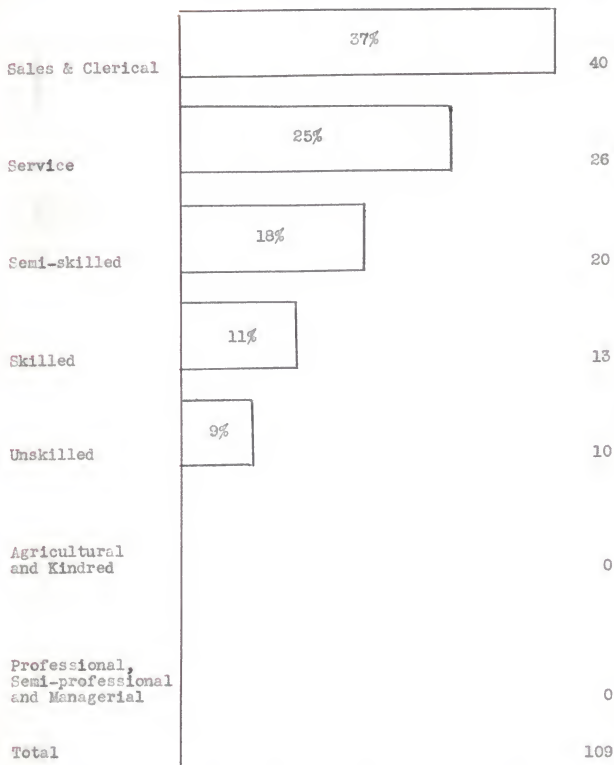


Figure 7. Employment potential for teenage youth in Manhattan by D. O. T. code groups.

Table 2. Numerical list of future jobs for persons in Manhattan, Kansas having no post-high school training and under 20 years of age.

D. O. T. : Code	Title of Occupation :	Number indicated
1-01.02	Bookkeeper.....	2
1-03.05	Grocery Checker.....	3
1-18.43	Receptionist.....	3
1-27.20	Post Office Clerk.....	1
1-28.01	Mail Carrier.....	1
1-33.01	Secretary.....	4
1-37.32	Typist.....	4
1-37.34	Clerk-Typist.....	11
1-70.10	Sales Clerk.....	7
1-75.71	Salesperson, General.....	3
1-80.01	Salesman, General.....	1
2-05.01	Cook.....	1
2-06.11	Maid.....	2
2-27.12	Waitress.....	4
2-27.61	Soda Dispenser.....	3
2-42.20	Nurse, Aide.....	4
2-84.10	Janitor.....	12
4-44.01	Printer.....	2
4-75.01	Machinist.....	1
5-27.01	Painter.....	2
5-57.11	Dry Cleaner.....	3
5-81.01	Auto Mechanic.....	5
7-32.01	Carpenter Helper.....	3
7-36.10	Routeman.....	2
7-36.26	Truck Driver, Light.....	2
7-80.50	Auto Service Station Attendant.....	8
7-81.01	Auto Mechanic Helper.....	3
7-95.30	Electrician Apprentice.....	1
7-98.01	Painter Apprentice.....	1
9-54.10	Laborer (Construction).....	7
9-83.01	Laborer (Loader and Unloader).....	3
	Total.....	109

SUMMARY AND CONCLUSIONS

It was the purpose of this study to determine the past, present, and probable future employment possibilities of Manhattan youth under twenty years of age and who had not received formal education beyond high school. A second purpose of conducting this teenage job survey was to use the experience and knowledge gained as a method of occupational instruction. The survey demonstrated that students can take a realistic approach to occupational study through research as well as by academic measures. Other such surveys in future years could be used as teaching tools to present to the student a local view of a national problem.

The teenage job survey of Manhattan, Kansas, conducted in 1962, revealed that the major portion of businesses of this city were of the retail sales or personal services type. Of the 703 businesses contacted, 333 were retail sales and 230 were personal service type businesses. This top heavy condition apparently was created by the buying potential and needs of more than 7,000 university students and 1000 faculty members living in Manhattan.

The survey revealed that the employment structure of Manhattan did not conform to that of the state as a whole. The occurrence of employment of female workers was found to be 25 per cent higher than that indicated for the state by the 1960 census. The survey revealed that in the cases of both full-time employees and part-time employees, the greater percentage of employees were either over 20 years of age or had had some post-high school training.

Employment opportunities were best for part-time female employment. It was noted by the survey that a majority of employers reacted favorably toward the hiring of untrained teenagers but held high standards which in most cases indicated a need for training beyond high school. Of the employment potential surveyed, Negro youth were found to be least used, and when listed were most often listed in menial type occupations.

An examination of the business structure of Manhattan indicated that over 70 per cent of the businesses in the city were of the sales or service type. The survey also revealed that the sales, clerical, and service type occupations held the greatest amount of employment potential, with over 70 per cent of the jobs listed. It was concluded, therefore, that employment potential of youth age 16-20 years of age having no training beyond high school, though small, is in direct proportion to the business structure of the community.

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AP. ENDIX

LETTER OF INTRODUCTION

MANHATTAN JUNIOR HIGH SCHOOL
DEPARTMENT OF SOCIAL STUDIES
MANHATTAN, KANSAS

A STUDY OF THE
JOB OUTLOOK FOR YOUTH IN MANHATTAN, KANSAS

During the past few years, much study has been given the problem of the employment of our teenage youth. While the problem of unemployment of sixteen to twenty year olds is great, it is further aggravated by a lack of training beyond high school.

It is the purpose of this study to find the status of employment, both real and potential, for Manhattan youth under twenty years of age and not having post-high school training.

The information called for by your interviewer and in the short questionnaire will greatly help in the furtherance of this study. If additional information is needed, contact the guidance office, Manhattan Junior High School.

INTERVIEW SHEET

A TEENAGE JOB SURVEY OF MANHATTAN, KANSAS

	FULL TIME	PART TIME
1. TYPE OF BUSINESS _____		
2. NUMBER OF EMPLOYEES.....	M F	_____
3. NUMBER OF EMPLOYEES UNDER TWENTY YEARS OF AGE...	M F	_____
4. NUMBER OF EMPLOYEES UNDER TWENTY YEARS OF AGE AND HAVING HAD NO FORMAL TRAINING BEYOND HIGH SCHOOL.....	M F	_____
5. NUMBER OF PERSONS NOW EMPLOYED WHO AT THE TIME OF EMPLOYMENT WERE UNDER TWENTY YEARS OF AGE AND HAD HAD NO FORMAL TRAINING BEYOND HIGH SCHOOL...	M F	_____
6. DO YOU EXPECT TO HIRE ANY PERSONS WITHIN THE NEXT TWELVE MONTHS UNDER TWENTY YEARS OF AGE AND HAVING HAD NO FORMAL TRAINING BEYOND HIGH SCHOOL?.....	M F	_____

CAN'T BE DETERMINED....

7. IF YOU DO EXPECT TO HIRE SUCH PERSONS AS IN ITEM SIX ABOVE,
WOULD YOU LIST A FEW OF THE TYPES OF JOBS THAT YOU MIGHT
EXPECT TO HAVE AVAILABLE.

QUESTIONNAIRE

A TEENAGE JOB SURVEY OF MANHATTAN, KANSAS

Note: Please do not identify yourself on this form. Complete and return in envelope provided as soon as possible. Feel free to make any comments desired.

1. If it is your policy not to hire persons under twenty years of age or persons with no post-high school training, would you briefly state your reason.

2. If it is your policy to hire youth under twenty years of age with no post-high school training would you briefly state your reason.

3. Do you now employ Negro youth under twenty years of age having had no formal training beyond high school? Yes No
4. Do you now have any Negro employees who at time of employment were under twenty years of age and having had no formal training beyond high school? Yes No
5. Do you expect to employ any Negro youth during the next twelve months under twenty years of age and having had no formal training beyond high school? Yes No

TEENAGE EMPLOYMENT
IN MANHATTAN, KANSAS

by

ROBERT C. HOOPER

B. S., Kansas State University, 1950

AN ABSTRACT OF A MASTER'S REPORT

submitted in partial fulfillment of the

requirements for the degree

MASTER OF SCIENCE

Department of Education

KANSAS STATE UNIVERSITY
OF AGRICULTURE AND APPLIED SCIENCE

1962

It was the purpose of this study to determine the past, present and probable future employment trends in Manhattan, Kansas, of youth under twenty years of age who had no formal training beyond high school. Because much of the past occupational study by Manhattan youth had been on a general or national basis, it was apparent that a need existed for some form of local occupational study.

A list of 743 businesses in Manhattan was supplied by the Chamber of Commerce. This list was divided among one hundred seventy ninth grade social studies students. Each student interviewed a group of employers and left with each a questionnaire to be completed and mailed.

The survey revealed that in the businesses contacted there were 3,606 full-time male employees and 2,678 full-time female employees. It was found that there were 741 part-time male employees and 282 part-time female employees. Of the employees listed, 40.5 per cent were female. This percentage shows a 25 per cent greater occurrence for female employment in Manhattan than in the state as a whole. Evidence from the survey showed that more persons under twenty years of age were hired or were working on a part-time basis than were hired or were working on a full-time basis. Of the full-time employees, 91.6 per cent were over twenty years of age while 51.5 per cent of the part-time employees were over twenty years of age. The survey revealed that a greater proportion of the persons hired in Manhattan had at the time of their employment some form of post-high school training. Of the

full-time male employees, 21.4 per cent were without post-high-school education, while of the full-time female employees 8.4 per cent lacked such training. Nearly half of the part-time male and female employees were without post-high-school training.

The survey revealed that 74 per cent of the employers contacted had at that time no Negro employees. Twenty-six per cent of the employers contacted indicated that they would be hiring Negro youth within the next twelve months (April 1962-April 1963) but mainly for part-time and blue collar work.

Clerical, sales and service type occupations were found to have the greatest potential for youth in Manhattan. Over half of the job potential listed by the employers contacted was in these three areas.