

LABOR VACANCY AND ASSESSMENT FOR GROTON, SOUTH DAKOTA 2009

Marketing Rural Communities to Attract and Retain Workers.

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Research Report

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INTRODUCTION

The Labor Vacancy Survey is part of a project titled “Marketing Rural Communities to Attract and Retain Workers”, and is a collaborative effort between the University of Nebraska, North Dakota State University, and South Dakota State University. Its purpose is to apply innovative marketing concepts and methods commonly used in business to the problem of attracting new residents to rural communities and regions. The end goal is to devising high impact workforce recruitment strategies in rural areas characterized by emerging workforce shortages. The project is funded by U.S. Department of Agriculture.

An important early step in developing an effective workforce recruitment strategy is to determine the nature of area workforce requirements. This will allow communications to be targeted to the specific market characteristics of persons possessing the training and skills required within the local economy. Existing secondary data sources are limited in both the types of information they provide and industry specificity. In fact, for many rural communities much of the available data is not reported due to confidentiality restrictions. This information gap limits the ability of rural workforce developers to make sound decisions. In this project, job vacancy surveys will be used to address this information gap by estimating the extent and nature of labor shortages in the partner communities.

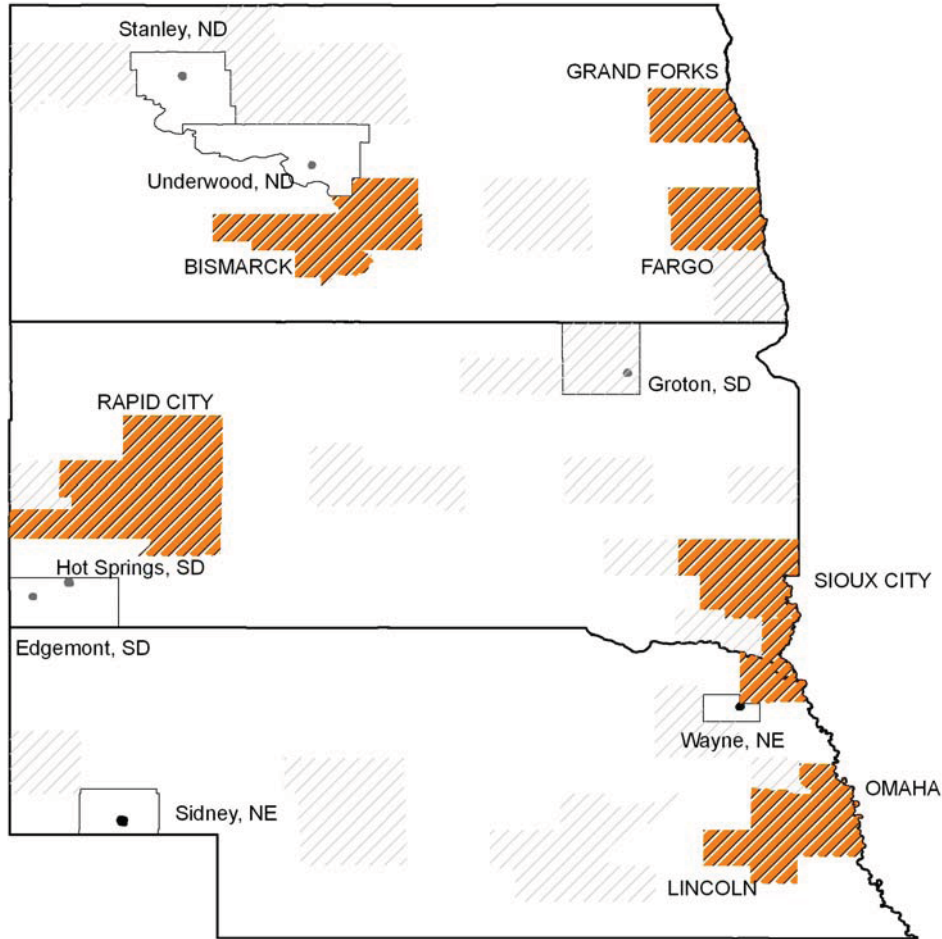
The Labor Vacancy Survey will ask four sets of core questions. The *job openings* questions will quantify the number of openings by occupation, the starting salary, employer paid benefits offered, training provided, and any financial incentives offered by the employer. The *job requirements* questions will determine the minimum experience, educational qualifications, skill requirements, and workplace competencies of each occupational opening. The *applicant assessment* questions will measure the quality and shortcomings of applicants for each occupational opening. The *vacancy analysis* questions will estimate the vacancy duration, difficulties in filling vacancies, and the degree of job turnover and retention.

Both the project team and representatives in your community have analyzed and interpreted the survey results for use in community decision making. This publication that can be used by a variety of groups in the community. The partner communities can use the information to develop strategies to attract and retain needed workers. Economic developers can use the information to understand the current demand for workers to more effectively assist employers and jobseekers. Education and training providers can use the information to understand the current demand for skills to target training programs and develop curricula to address skill gaps. Employers can use the information to determine hiring competition and prioritize human resource needs. Jobseekers can use the information to better understand the types of jobs offered in the area, the education and experience required, and the wages and benefits paid, to make informed career decisions.



The partner communities in this project are Sidney and Wayne in Nebraska; Stanley and Underwood in North Dakota; and Edgemont–Hot Springs and Groton in South Dakota.

MAP OF PARTNER COMMUNITIES



DATA AND METHODS

A self-administered questionnaire was mailed in August and September of 2009 to all employers in the Groton area. Community partners identified the Groton area as including the following ZIP codes: 57445 (Groton).

Employer lists were obtained through InfoUSA and Dun and Bradstreet. Both lists were reconciled to provide a more accurate and reliable sampling frame. In addition, the final employer list was screened and updated by community partners. This included adding any missing firms, dropping non-existent ones, and verifying addresses and contact information.

Of the 181 surveys sent out, 32 were completed for an unweighted response rate of 18.1%. However, this response rate does not capture the size of employers who responded. The response rate weighted by employment size is 45.8%. However, it is not the response rate that matters, rather the representativeness of the responses.

The responses were not representative. One large employer did not return the survey: (1) ethanol plant employing 40 workers. To make the sample representative, data for this missing employer was imputed from similar businesses in other communities. Imputed data were adjusted for employment size. Using imputed data provides a more accurate picture of the local economy than using data excluding large employers.

The imputed data were weighted to reflect the population of employers in the region. Weights were derived from secondary data sources, specifically County Business Patterns from the US Census. Imputed and weighted employment totals from the survey (N=851) closely match totals from published federal sources (N=801). Using imputed and weighted data, the sample is representative of known employers in the Groton area.

OPENINGS AND COMPENSATION

There were 129 total job openings last year in Groton, South Dakota. 49 of these job openings were full-time positions, while 68 were part-time positions. The remaining jobs were not identified as FT or PT. The job openings are broken down by job categories in Figure 1.

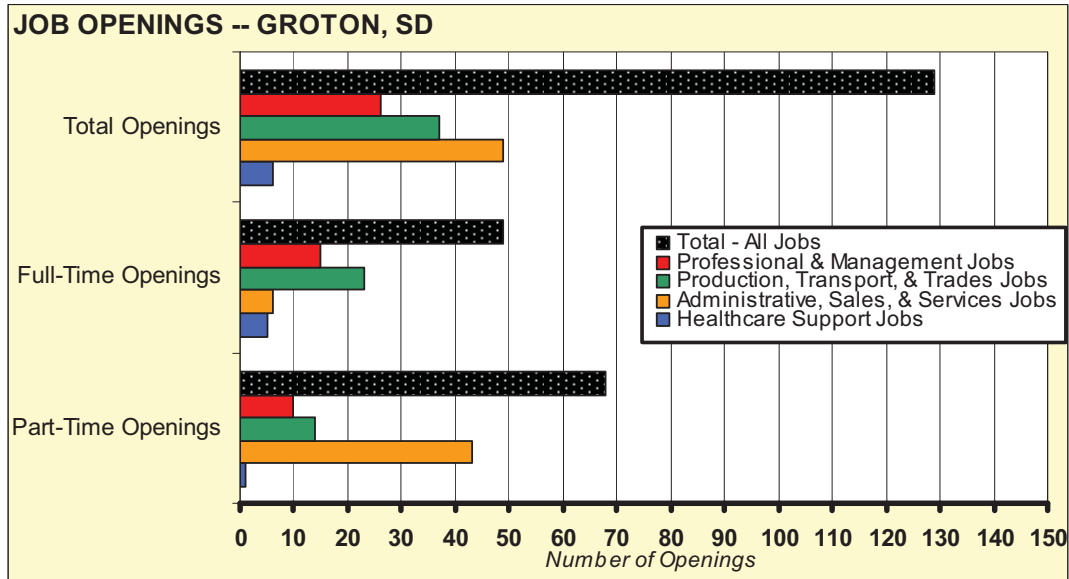


Figure 1. Job openings

60 (51%) of these openings took under 30 days to fill, while 37 (31%) took 1-2 months to fill, and 21 (18%) took over 2 months to fill. The length of job vacancy is broken down by job category in Figure 2 and Table 1.

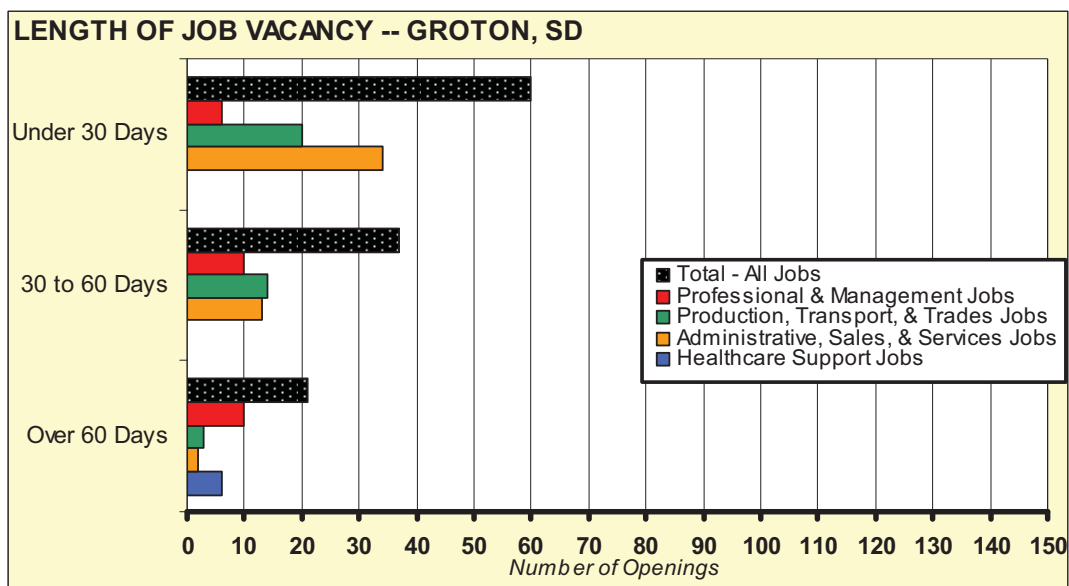


Figure 2. Length of job vacancy

Table 1. Length of job vacancy

		<u>Number</u>	<u>Percent</u>
Under 30 Days	Total - All Jobs	60	50.8%
	Professional & Management Jobs	6	23.1%
	Production, Transport, & Trades Jobs	20	54.1%
	Administrative, Sales, & Services Jobs	34	69.4%
	Healthcare Support Jobs	0	0.0%
30 to 60 Days	Total - All Jobs	37	31.4%
	Professional & Management Jobs	10	38.5%
	Production, Transport, & Trades Jobs	14	37.8%
	Administrative, Sales, & Services Jobs	13	26.5%
	Healthcare Support Jobs	0	0.0%
Over 60 Days	Total - All Jobs	21	17.8%
	Professional & Management Jobs	10	38.5%
	Production, Transport, & Trades Jobs	3	8.1%
	Administrative, Sales, & Services Jobs	2	4.1%
	Healthcare Support Jobs	6	100.0%

In addition, there are 222 anticipated openings in coming year. 118 of these openings are in admin/sales/services jobs, while are 50 production/transport/trades jobs, 42 professional/managerial jobs, and 12 are healthcare support jobs, as illustrated in Figure 3.

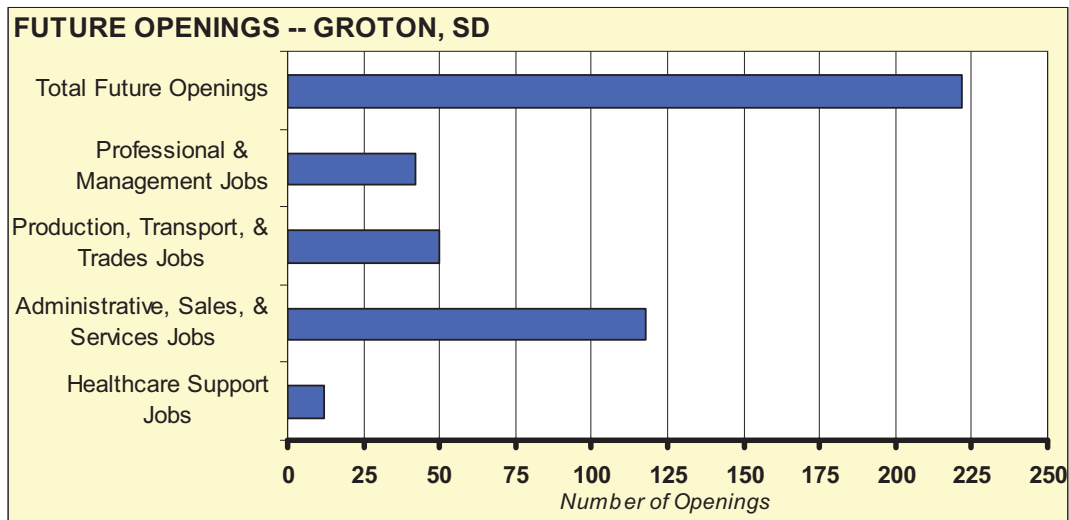


Figure 3. Number of anticipated openings

The average wage of the job openings was \$12.38 per hour. Professional/managerial openings had the highest wages at \$19.65/hr, while admin/sales/services openings had the lowest wages at \$7.77/hr. The average wage of the openings is broken down by job category in Figure 4.

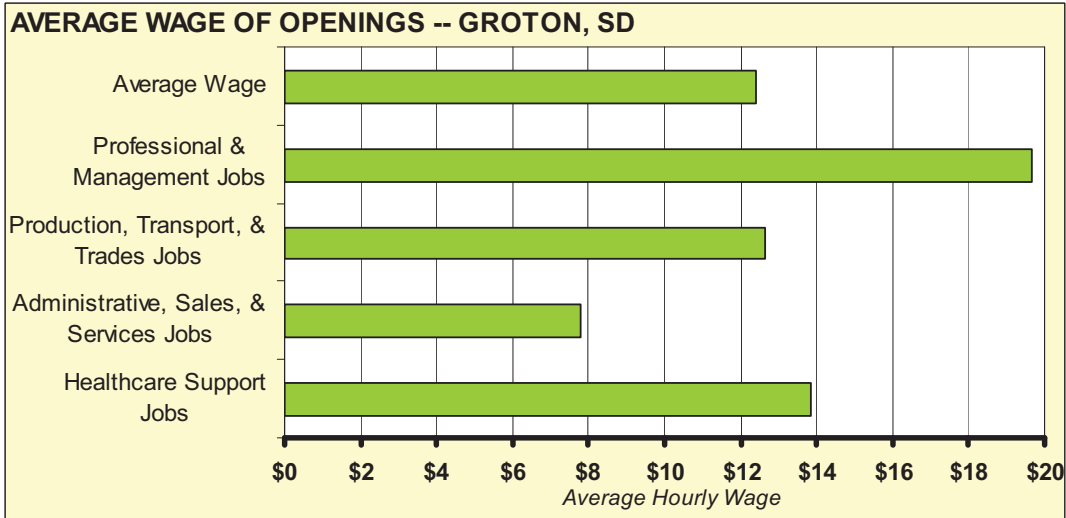


Figure 4. Average wage of openings.

The benefits packages offered with the openings varied. 78 (66%) of job openings offered job training, while 50 (42%) offered paid vacation. 42 (36%) offered medical plans, while 40 (34%) offered retirement plans, and 37 (31%) offered dental plans. The benefits are broken down by job category in Figure 5 and Table 2.

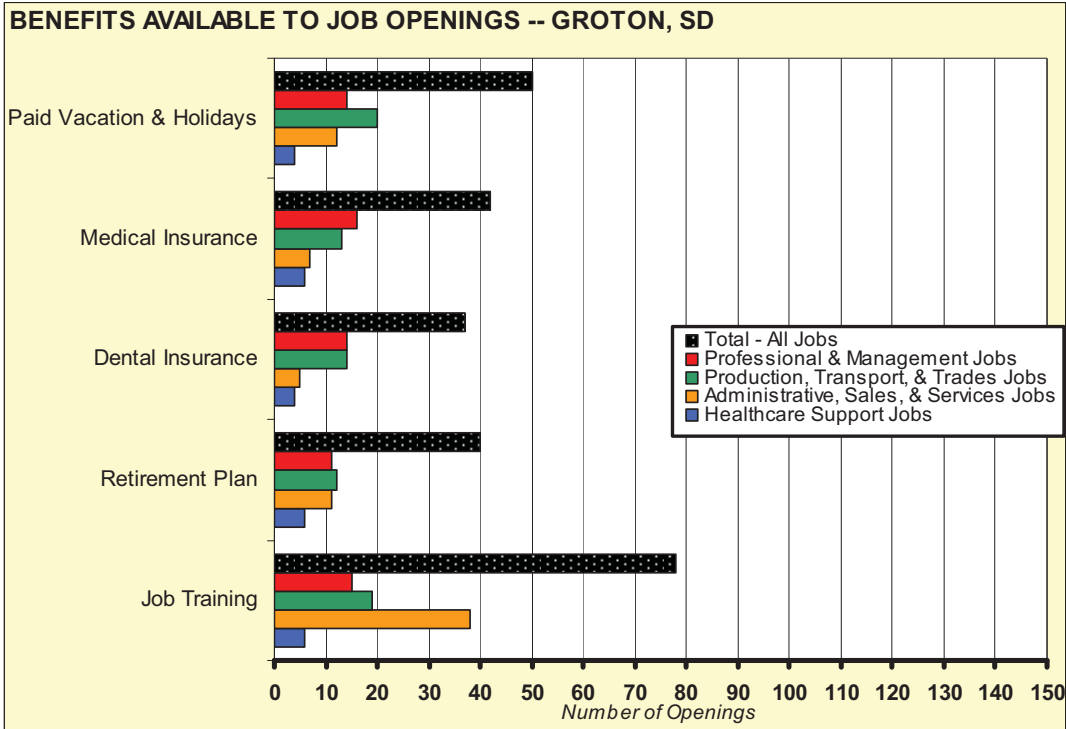


Figure 5. Benefits available to job openings

Table 2. Benefits available to job openings

		<u>Number</u>	<u>Percent</u>
Paid Vacation & Holidays	Total - All Jobs	50	42.4%
	Professional & Management Jobs	14	53.8%
	Production, Transport, & Trades Jobs	20	54.1%
	Administrative, Sales, & Services Jobs	12	24.5%
	Healthcare Support Jobs	4	66.7%
Medical Insurance	Total - All Jobs	42	35.6%
	Professional & Management Jobs	16	61.5%
	Production, Transport, & Trades Jobs	13	35.1%
	Administrative, Sales, & Services Jobs	7	14.3%
	Healthcare Support Jobs	6	100.0%
Dental Insurance	Total - All Jobs	37	31.4%
	Professional & Management Jobs	14	53.8%
	Production, Transport, & Trades Jobs	14	37.8%
	Administrative, Sales, & Services Jobs	5	10.2%
	Healthcare Support Jobs	4	66.7%
Retirement Plan	Total - All Jobs	40	33.9%
	Professional & Management Jobs	11	42.3%
	Production, Transport, & Trades Jobs	12	32.4%
	Administrative, Sales, & Services Jobs	11	22.4%
	Healthcare Support Jobs	6	100.0%
Job Training	Total - All Jobs	78	66.1%
	Professional & Management Jobs	15	57.7%
	Production, Transport, & Trades Jobs	19	51.4%
	Administrative, Sales, & Services Jobs	38	77.6%
	Healthcare Support Jobs	6	100.0%

REQUIRED SKILLS AND EXPERIENCE

Education requirements for the job openings varied. 53 (45%) of the positions required less than a high school education, while 25 (21%) required certification, and 21 (18%) required a high school education. 10 (9%) of the positions required a college degree, and 9 (8%) required 2-year degrees. The educational requirements for the job openings are broken down by job category in Figure 6 and Table 3.

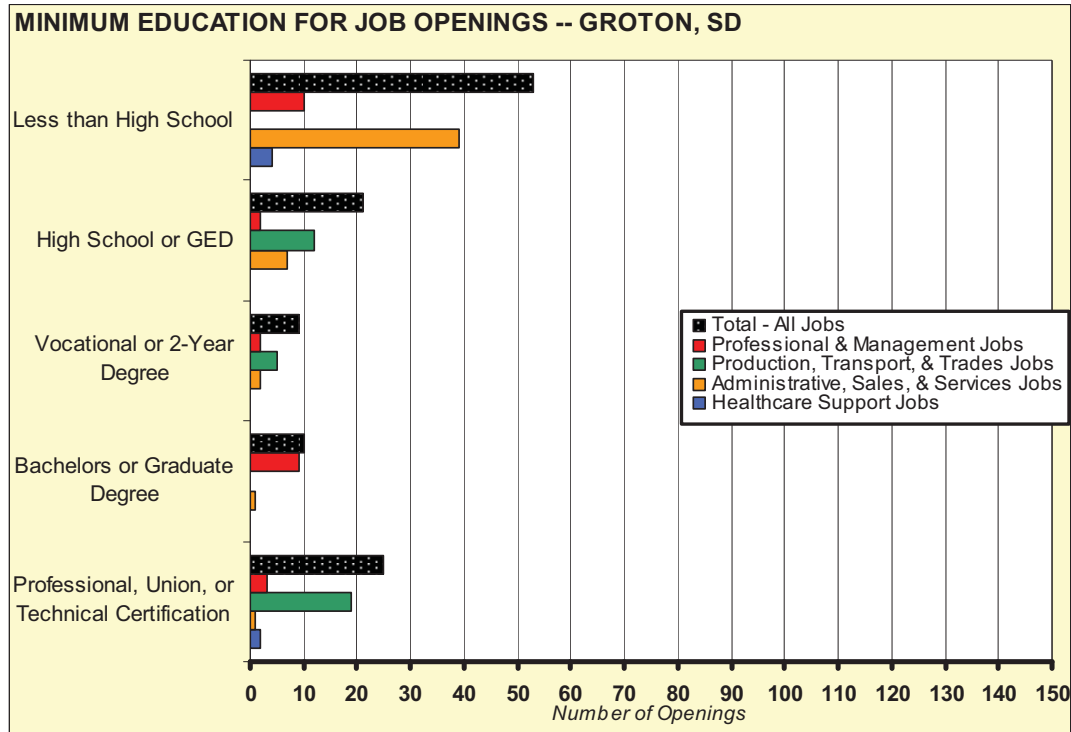


Figure 6. Education requirements for job openings

Table 3. Education requirements of job openings

		<u>Number</u>	<u>Percent</u>
Reading Comprehension	Total - All Jobs	111	94.1%
	Professional & Management Jobs	26	100.0%
	Production, Transport, & Trades Jobs	37	100.0%
	Administrative, Sales, & Services Jobs	42	85.7%
	Healthcare Support Jobs	6	100.0%
Listening Ability	Total - All Jobs	118	100.0%
	Professional & Management Jobs	26	100.0%
	Production, Transport, & Trades Jobs	37	100.0%
	Administrative, Sales, & Services Jobs	49	100.0%
	Healthcare Support Jobs	6	100.0%
Writing Ability	Total - All Jobs	102	86.4%
	Professional & Management Jobs	26	100.0%
	Production, Transport, & Trades Jobs	28	75.7%
	Administrative, Sales, & Services Jobs	42	85.7%
	Healthcare Support Jobs	6	100.0%
Speaking Ability	Total - All Jobs	99	83.9%
	Professional & Management Jobs	26	100.0%
	Production, Transport, & Trades Jobs	25	67.6%
	Administrative, Sales, & Services Jobs	42	85.7%
	Healthcare Support Jobs	6	100.0%
Active Learning	Total - All Jobs	111	94.1%
	Professional & Management Jobs	26	100.0%
	Production, Transport, & Trades Jobs	33	89.2%
	Administrative, Sales, & Services Jobs	46	93.9%
	Healthcare Support Jobs	6	100.0%

The skills required for the job openings also varied. 96 (81%) of the positions required math skills and 65 (55%) required computer skills. 27 (33%) of the positions required biological/physical sciences skills and 8 (7%) required arts/humanities skills. Figure 7 and Table 4 present the skill requirements broken down by job category.

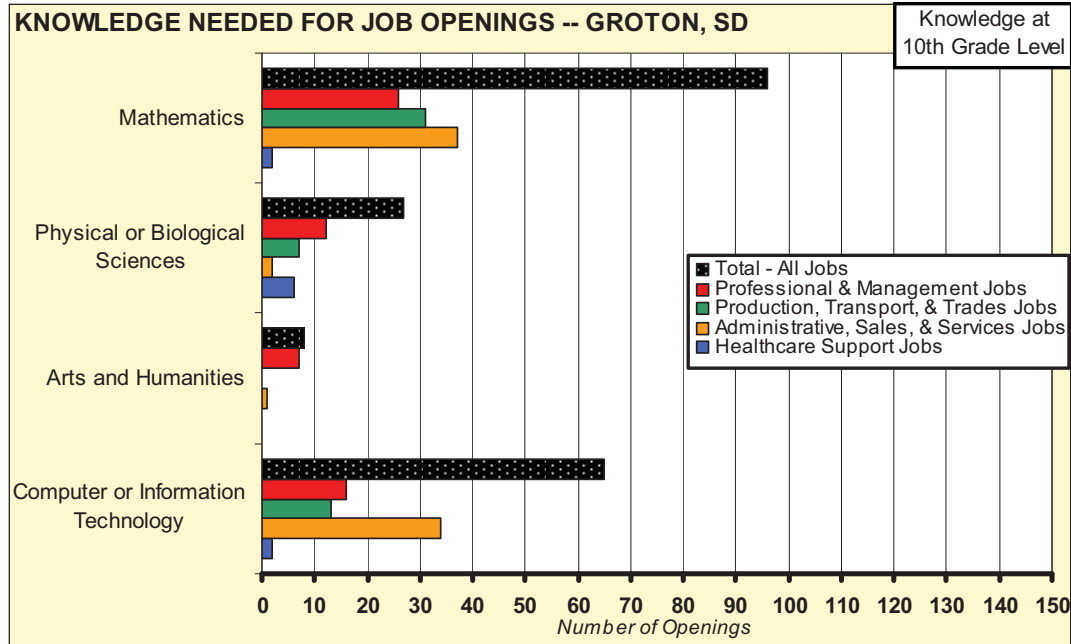


Figure 7. Skill requirements

Table 4. Skill requirements

		<u>Number</u>	<u>Percent</u>
No Experience Needed	Total - All Jobs	83	70.3%
	Professional & Management Jobs	15	57.7%
	Production, Transport, & Trades Jobs	16	43.2%
	Administrative, Sales, & Services Jobs	46	93.9%
	Healthcare Support Jobs	6	100.0%
Less than 1 Year Experience	Total - All Jobs	8	6.8%
	Professional & Management Jobs	0	0.0%
	Production, Transport, & Trades Jobs	7	18.9%
	Administrative, Sales, & Services Jobs	1	2.0%
	Healthcare Support Jobs	0	0.0%
1 to 3 Years Experience	Total - All Jobs	21	17.8%
	Professional & Management Jobs	4	15.4%
	Production, Transport, & Trades Jobs	14	37.8%
	Administrative, Sales, & Services Jobs	3	6.1%
	Healthcare Support Jobs	0	0.0%
4 to 10 Years Experience	Total - All Jobs	7	5.9%
	Professional & Management Jobs	7	26.9%
	Production, Transport, & Trades Jobs	0	0.0%
	Administrative, Sales, & Services Jobs	0	0.0%
	Healthcare Support Jobs	0	0.0%
Over 10 Years Experience	Total - All Jobs	0	0.0%
	Professional & Management Jobs	0	0.0%
	Production, Transport, & Trades Jobs	0	0.0%
	Administrative, Sales, & Services Jobs	0	0.0%
	Healthcare Support Jobs	0	0.0%

The job-related applicant shortcomings also varied. Applicants for 67 of the openings (57%) lacked the required experience and 32 (27%) lacked the required skills. Applicants for 24 (20%) of the openings lacked industry knowledge, while only 12 (10%) lacked the required education. These shortcomings, broken down by job category are illustrated in Figure 8 and Table 5.

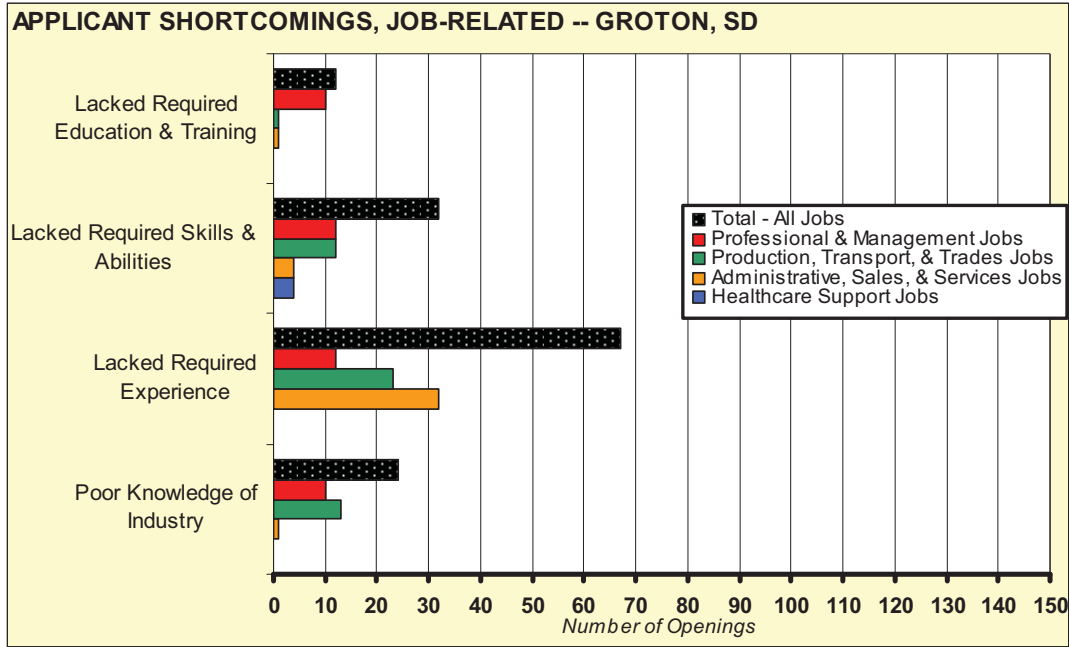


Figure 8. Job-related applicant shortcomings

Table 5. Job-related applicant shortcomings

		<u>Number</u>	<u>Percent</u>
Lacked Required Education & Training	Total - All Jobs	12	10.2%
	Professional & Management Jobs	10	38.5%
	Production, Transport, & Trades Jobs	1	2.7%
	Administrative, Sales, & Services Jobs	1	2.0%
	Healthcare Support Jobs	0	0.0%
Lacked Required Skills & Abilities	Total - All Jobs	32	27.1%
	Professional & Management Jobs	12	46.2%
	Production, Transport, & Trades Jobs	12	32.4%
	Administrative, Sales, & Services Jobs	4	8.2%
	Healthcare Support Jobs	4	66.7%
Lacked Required Experience	Total - All Jobs	67	56.8%
	Professional & Management Jobs	12	46.2%
	Production, Transport, & Trades Jobs	23	62.2%
	Administrative, Sales, & Services Jobs	32	65.3%
	Healthcare Support Jobs	0	0.0%
Poor Knowledge of Industry	Total - All Jobs	24	20.3%
	Professional & Management Jobs	10	38.5%
	Production, Transport, & Trades Jobs	13	35.1%
	Administrative, Sales, & Services Jobs	1	2.0%
	Healthcare Support Jobs	0	0.0%

Worker-related short comings were also assessed. Applicants for 53 openings (45%) had poor work histories, while 29 (25%) had poor interpersonal skills, 25 (21%) were unwilling to accept the offered salary, and 24 (20%) were unwilling to relocate to the area. These worker-related shortcomings, broken down by job category, are presented in Figure 9 and Table 6.

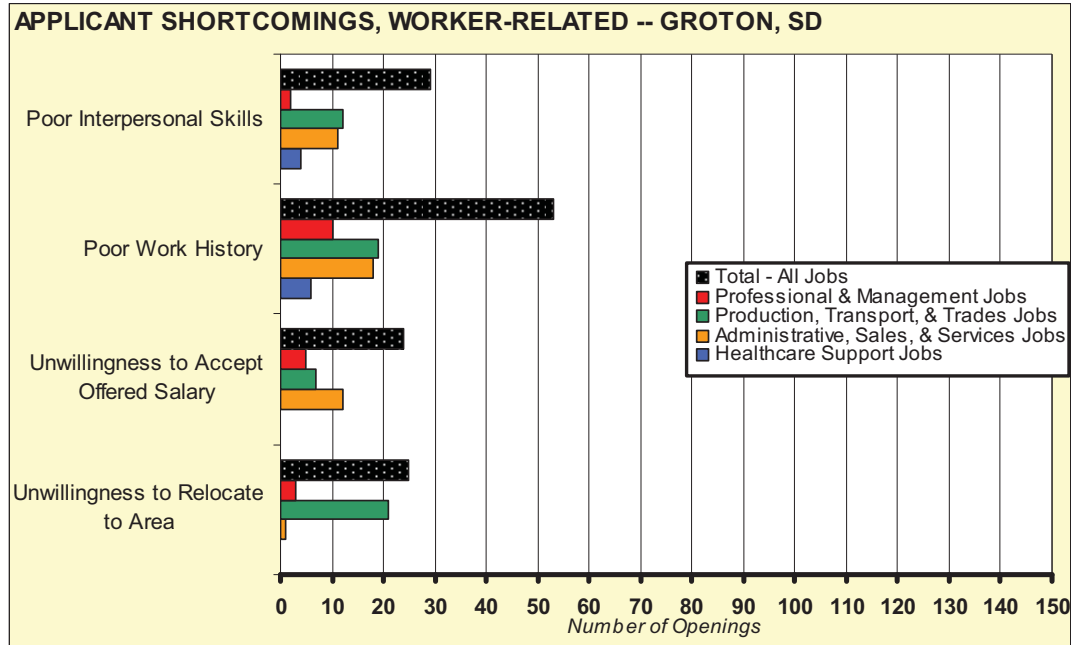


Figure 9. Worker-related shortcomings

Table 6. Worker-related shortcomings

		<u>Number</u>	<u>Percent</u>
Poor Interpersonal Skills	Total - All Jobs	29	24.6%
	Professional & Management Jobs	2	7.7%
	Production, Transport, & Trades Jobs	12	32.4%
	Administrative, Sales, & Services Jobs	11	22.4%
	Healthcare Support Jobs	4	66.7%
Poor Work History	Total - All Jobs	53	44.9%
	Professional & Management Jobs	10	38.5%
	Production, Transport, & Trades Jobs	19	51.4%
	Administrative, Sales, & Services Jobs	18	36.7%
	Healthcare Support Jobs	6	100.0%
Unwillingness to Accept Offered Salary	Total - All Jobs	24	20.3%
	Professional & Management Jobs	5	19.2%
	Production, Transport, & Trades Jobs	7	18.9%
	Administrative, Sales, & Services Jobs	12	24.5%
	Healthcare Support Jobs	0	0.0%
Unwillingness to Relocate to Area	Total - All Jobs	25	21.2%
	Professional & Management Jobs	3	11.5%
	Production, Transport, & Trades Jobs	21	56.8%
	Administrative, Sales, & Services Jobs	1	2.0%
	Healthcare Support Jobs	0	0.0%

RECRUITMENT AND RETENTION

Job openings were advertised in multiple ways. 93 (79%) openings were advertised in the local newspaper. 50 (42%) of the positions were posted on the internet, while 15 (13%) were advertised through recruitment agencies. Only 8 (7%) were advertised through professional or trade associations. The advertisement methods, broken down by job category, are presented in Figure 10 and Table 7.

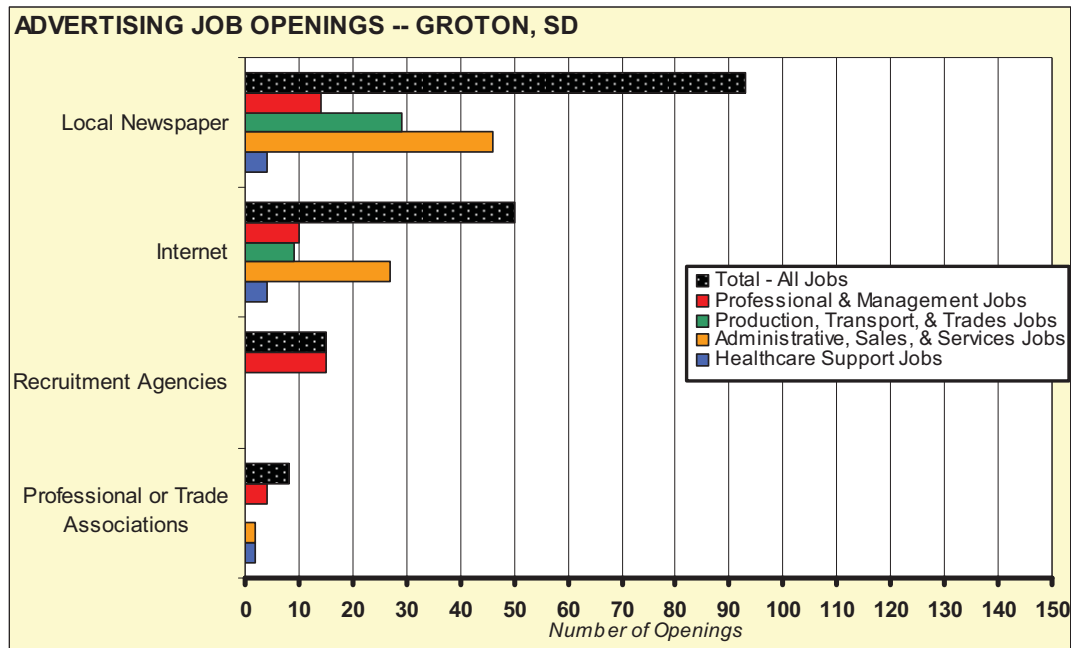


Figure 10. Methods of advertising job openings

Table 7. Methods of advertising job openings

		<u>Number</u>	<u>Percent</u>
Local Newspaper	Total - All Jobs	93	78.8%
	Professional & Management Jobs	14	53.8%
	Production, Transport, & Trades Jobs	29	78.4%
	Administrative, Sales, & Services Jobs	46	93.9%
	Healthcare Support Jobs	4	66.7%
Internet	Total - All Jobs	50	42.4%
	Professional & Management Jobs	10	38.5%
	Production, Transport, & Trades Jobs	9	24.3%
	Administrative, Sales, & Services Jobs	27	55.1%
	Healthcare Support Jobs	4	66.7%
Recruitment Agencies	Total - All Jobs	15	12.7%
	Professional & Management Jobs	15	57.7%
	Production, Transport, & Trades Jobs	0	0.0%
	Administrative, Sales, & Services Jobs	0	0.0%
	Healthcare Support Jobs	0	0.0%
Professional or Trade Associations	Total - All Jobs	8	6.8%
	Professional & Management Jobs	4	15.4%
	Production, Transport, & Trades Jobs	0	0.0%
	Administrative, Sales, & Services Jobs	2	4.1%
	Healthcare Support Jobs	2	33.3%

Hires mostly came from the local area. 102 (86%) openings were filled by workers from within the local area and 12 (10%) were filled by new hires from elsewhere in the state. Only 2 (2%) were filled by hires from outside SD. The origin of new hires is broken down by job category in Figure 11 and Table 8.

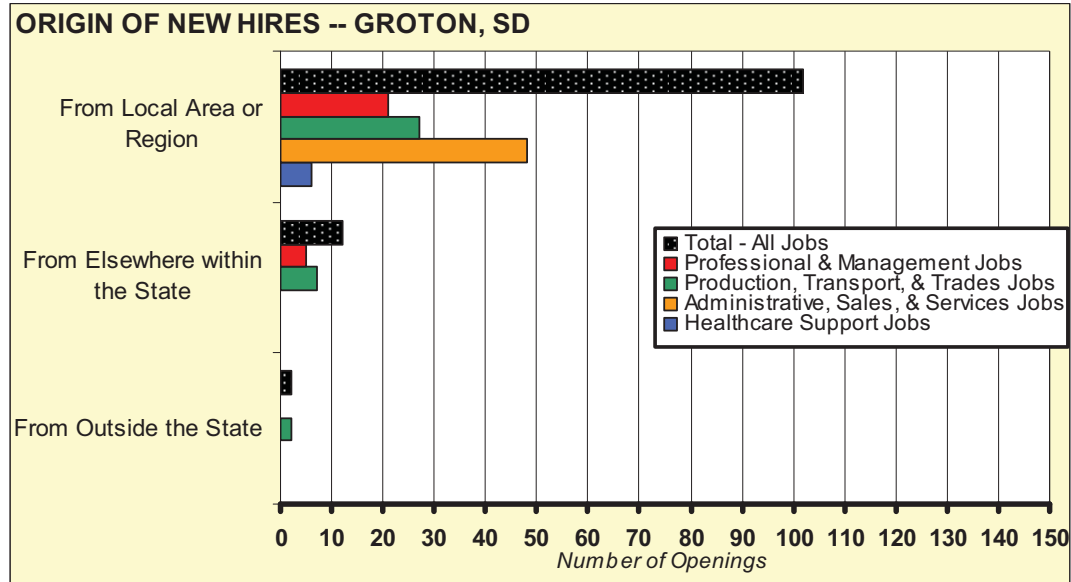


Figure 11. Origin of new hires

Table 8. Origin of new hires

		<u>Number</u>	<u>Percent</u>
From Local Area or Region	Total - All Jobs	102	86.4%
	Professional & Management Jobs	21	80.8%
	Production, Transport, & Trades Jobs	27	73.0%
	Administrative, Sales, & Services Jobs	48	98.0%
	Healthcare Support Jobs	6	100.0%
From Elsewhere within the State	Total - All Jobs	12	10.2%
	Professional & Management Jobs	5	19.2%
	Production, Transport, & Trades Jobs	7	18.9%
	Administrative, Sales, & Services Jobs	0	0.0%
	Healthcare Support Jobs	0	0.0%
From Outside the State	Total - All Jobs	2	1.7%
	Professional & Management Jobs	0	0.0%
	Production, Transport, & Trades Jobs	2	5.4%
	Administrative, Sales, & Services Jobs	0	0.0%
	Healthcare Support Jobs	0	0.0%

Length of employment for new hires also varies. 60 (51%) of new hires stay 1-3 years. 32 (27%) stay 4-10 years, while 14 (12%) stay for over 10 years. 12 (10%) left within less than one year. Length of employment is broken down by job category in Figure 12 and Table 9.

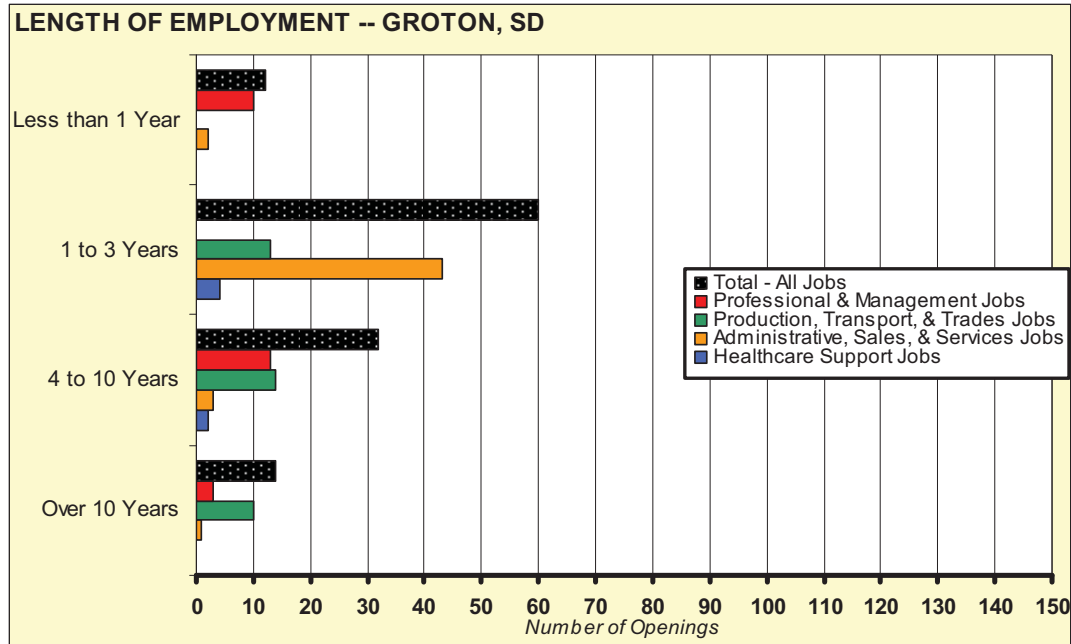


Figure 12. Length of employment

Table 9. Length of employment

		<u>Number</u>	<u>Percent</u>
Less than 1 Year	Total - All Jobs	12	10.2%
	Professional & Management Jobs	10	38.5%
	Production, Transport, & Trades Jobs	0	0.0%
	Administrative, Sales, & Services Jobs	2	4.1%
	Healthcare Support Jobs	0	0.0%
1 to 3 Years	Total - All Jobs	60	50.8%
	Professional & Management Jobs	0	0.0%
	Production, Transport, & Trades Jobs	13	35.1%
	Administrative, Sales, & Services Jobs	43	87.8%
	Healthcare Support Jobs	4	66.7%
4 to 10 Years	Total - All Jobs	32	27.1%
	Professional & Management Jobs	13	50.0%
	Production, Transport, & Trades Jobs	14	37.8%
	Administrative, Sales, & Services Jobs	3	6.1%
	Healthcare Support Jobs	2	33.3%
Over 10 Years	Total - All Jobs	14	11.9%
	Professional & Management Jobs	3	11.5%
	Production, Transport, & Trades Jobs	10	27.0%
	Administrative, Sales, & Services Jobs	1	2.0%
	Healthcare Support Jobs	0	0.0%

Reasons employees give for leaving varied among the jobs. 68 (58%) reported that employees relocated to a different area, while 60 (51%) left due to career change and 44 (37%) advanced within the firm. 27 (23%) reported that employees were not satisfied with the salary and 25 (21%) reported that employees were not satisfied with the area. These reasons are broken down by job category in Figure 13 and Table 10.

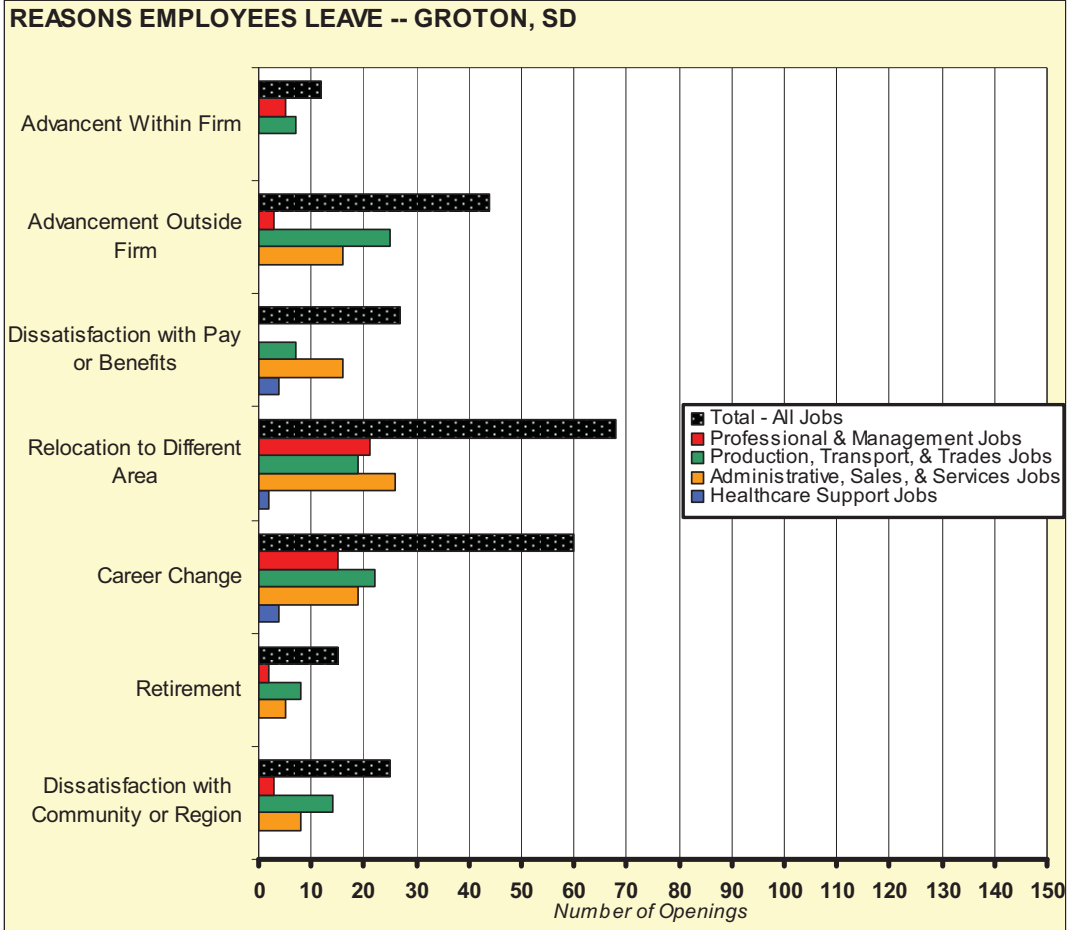


Figure 13. Reasons employees leave

Table 10. Reasons employees leave

		<u>Number</u>	<u>Percent</u>
Advancement Within Firm	Total - All Jobs	12	10.2%
	Professional & Management Jobs	5	19.2%
	Production, Transport, & Trades Jobs	7	18.9%
	Administrative, Sales, & Services Jobs	0	0.0%
	Healthcare Support Jobs	0	0.0%
Advancement Outside Firm	Total - All Jobs	44	37.3%
	Professional & Management Jobs	3	11.5%
	Production, Transport, & Trades Jobs	25	67.6%
	Administrative, Sales, & Services Jobs	16	32.7%
	Healthcare Support Jobs	0	0.0%
Dissatisfaction with Pay or Benefits	Total - All Jobs	27	22.9%
	Professional & Management Jobs	0	0.0%
	Production, Transport, & Trades Jobs	7	18.9%
	Administrative, Sales, & Services Jobs	16	32.7%
	Healthcare Support Jobs	4	66.7%
Relocation to Different Area	Total - All Jobs	68	57.6%
	Professional & Management Jobs	21	80.8%
	Production, Transport, & Trades Jobs	19	51.4%
	Administrative, Sales, & Services Jobs	26	53.1%
	Healthcare Support Jobs	2	33.3%
Career Change	Total - All Jobs	60	50.8%
	Professional & Management Jobs	15	57.7%
	Production, Transport, & Trades Jobs	22	59.5%
	Administrative, Sales, & Services Jobs	19	38.8%
	Healthcare Support Jobs	4	66.7%
Retirement	Total - All Jobs	15	12.7%
	Professional & Management Jobs	2	7.7%
	Production, Transport, & Trades Jobs	8	21.6%
	Administrative, Sales, & Services Jobs	5	10.2%
	Healthcare Support Jobs	0	0.0%
Dissatisfaction with Community or Region	Total - All Jobs	25	21.2%
	Professional & Management Jobs	3	11.5%
	Production, Transport, & Trades Jobs	14	37.8%
	Administrative, Sales, & Services Jobs	8	16.3%
	Healthcare Support Jobs	0	0.0%

ASSESSMENT OF HIRES

The match of new hires to the requirements of the job openings was assessed. 68 (58%) of new hires matched the jobs requirements well, while 38 (32%) matched somewhat well, and 11 (9%) matched very little. These results are broken down by job category in Figure 14 and Table 11.

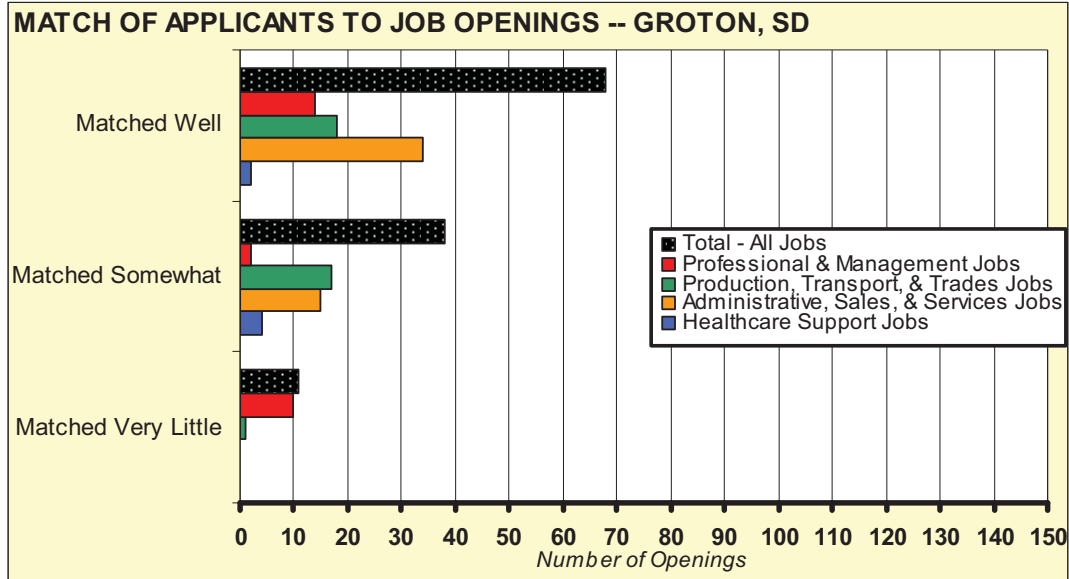


Figure 14. Match of applicants

Table 11. Match of applicants

		<u>Number</u>	<u>Percent</u>
Matched Well	Total - All Jobs	68	57.6%
	Professional & Management Jobs	14	53.8%
	Production, Transport, & Trades Jobs	18	48.6%
	Administrative, Sales, & Services Jobs	34	69.4%
	Healthcare Support Jobs	2	33.3%
Matched Somewhat	Total - All Jobs	38	32.2%
	Professional & Management Jobs	2	7.7%
	Production, Transport, & Trades Jobs	17	45.9%
	Administrative, Sales, & Services Jobs	15	30.6%
	Healthcare Support Jobs	4	66.7%
Matched Very Little	Total - All Jobs	11	9.3%
	Professional & Management Jobs	10	38.5%
	Production, Transport, & Trades Jobs	1	2.7%
	Administrative, Sales, & Services Jobs	0	0.0%
	Healthcare Support Jobs	0	0.0%

Of these openings, 62 (53%) were filled with some difficulty, while 41 (35%) were filled with no difficulty. Only 16 (14%) of openings were filled with great difficulty. These results are presented by job category in Figure 15 and Table 12.

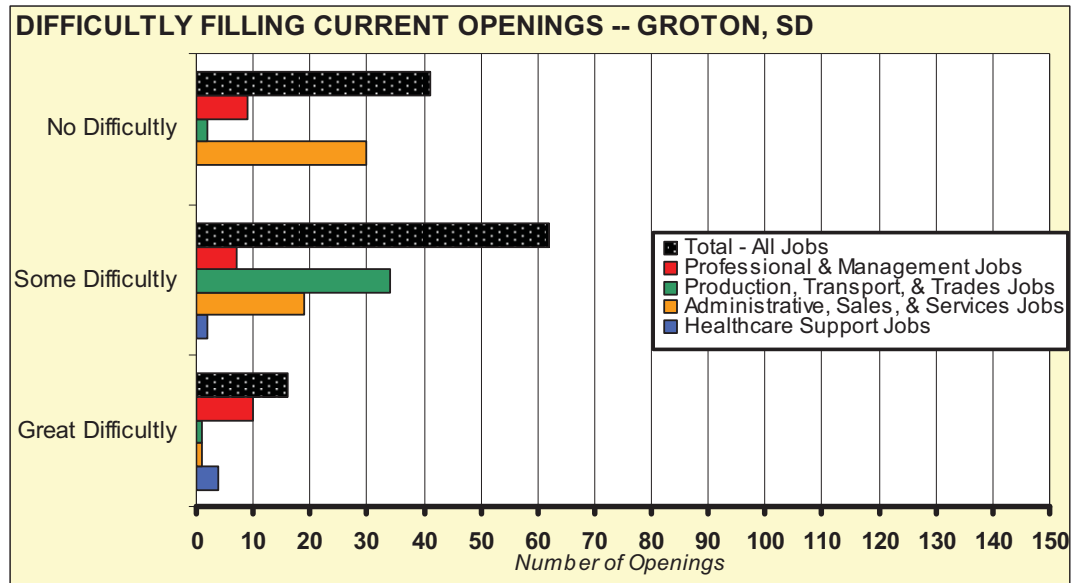


Figure 15. Difficulty filling current openings

Table 12. Difficulty filling current openings

		<u>Number</u>	<u>Percent</u>
No Difficulty	Total - All Jobs	41	34.7%
	Professional & Management Jobs	9	34.6%
	Production, Transport, & Trades Jobs	2	5.4%
	Administrative, Sales, & Services Jobs	30	61.2%
	Healthcare Support Jobs	0	0.0%
Some Difficulty	Total - All Jobs	62	52.5%
	Professional & Management Jobs	7	26.9%
	Production, Transport, & Trades Jobs	34	91.9%
	Administrative, Sales, & Services Jobs	19	38.8%
	Healthcare Support Jobs	2	33.3%
Great Difficulty	Total - All Jobs	16	13.6%
	Professional & Management Jobs	10	38.5%
	Production, Transport, & Trades Jobs	1	2.7%
	Administrative, Sales, & Services Jobs	1	2.0%
	Healthcare Support Jobs	4	66.7%

The difficulty in filling future openings was also assessed. 103 (46%) of future openings are expected to be filled with some difficulty, while 89 (40%) future openings are expected to be filled with no difficulties. 30 (14%) are expected to be filled with great difficulty. These results are presented in Figure 16 and Table 13.

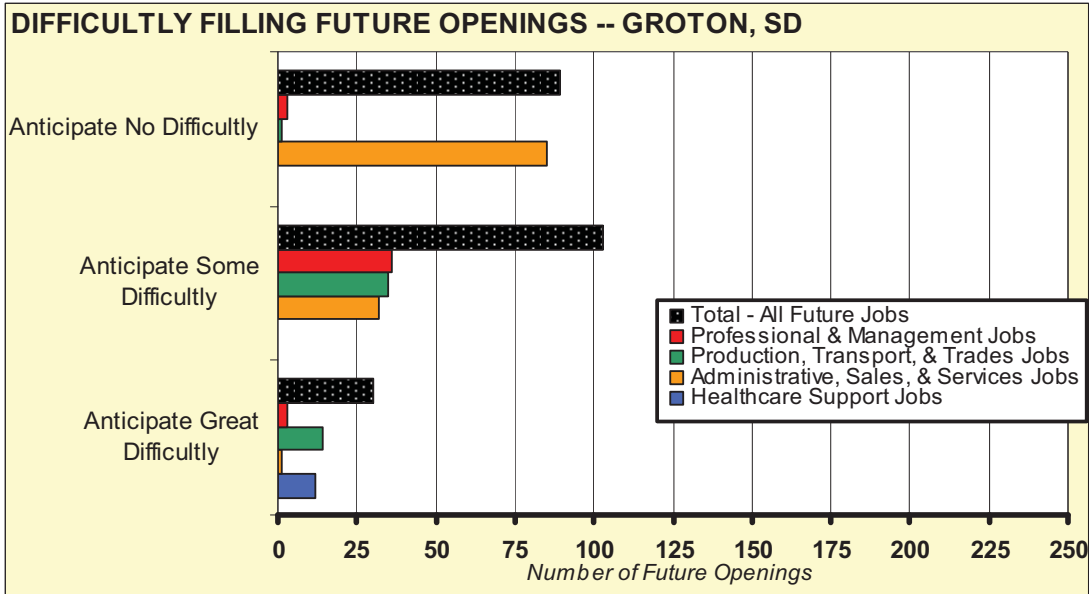


Figure 16. Difficulty filling future openings

Table 13. Difficulty filling future openings

		<u>Number</u>	<u>Percent</u>
Anticipate No Difficulty	Total - All Future Jobs	89	40.09%
	Professional & Management Jobs	3	7.14%
	Production, Transport, & Trades Jobs	1	2.00%
	Administrative, Sales, & Services Jobs	85	72.03%
	Healthcare Support Jobs	0	0.00%
Anticipate Some Difficulty	Total - All Jobs	103	46.40%
	Professional & Management Jobs	36	85.71%
	Production, Transport, & Trades Jobs	35	70.00%
	Administrative, Sales, & Services Jobs	32	27.12%
	Healthcare Support Jobs	0	0.00%
Anticipate Great Difficulty	Total - All Jobs	30	13.51%
	Professional & Management Jobs	3	7.14%
	Production, Transport, & Trades Jobs	14	28.00%
	Administrative, Sales, & Services Jobs	1	0.85%
	Healthcare Support Jobs	12	100.00%

Finally, the impact of not filling future openings was assessed. Not filling 117 (53%) future openings will severely impact employers, while 100 (45%) unfilled future openings will moderately impact employers. Only 5 (2%) of unfilled openings will not impact employers. These results are presented in Figure 17 and Table 14.

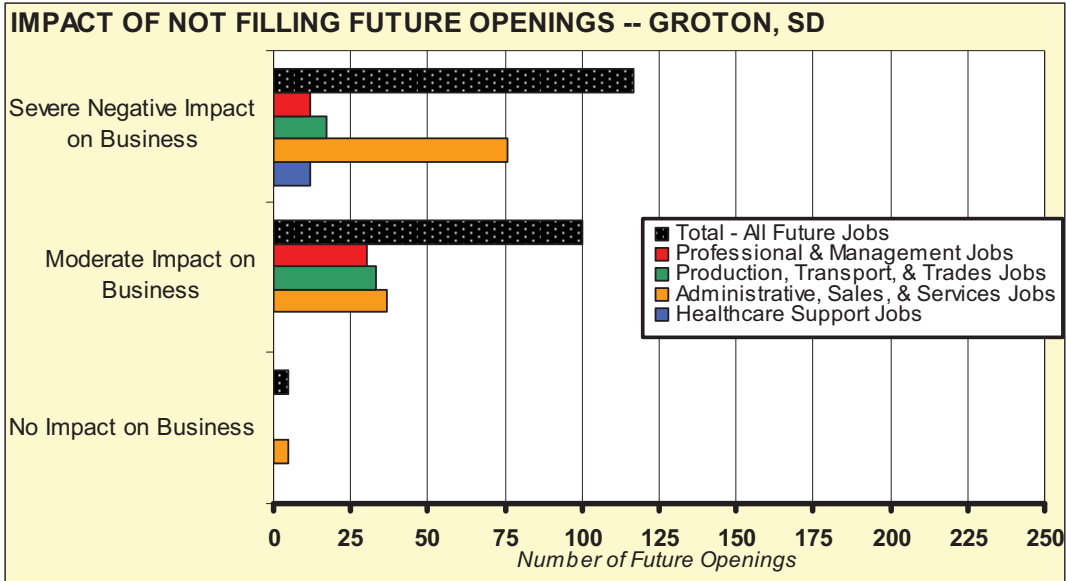


Figure 17. Impact of unfilled openings

Table 14. Impact of unfilled openings

		<u>Number</u>	<u>Percent</u>
Severe Negative Impact on Business	Total - All Future Jobs	117	52.7%
	Professional & Management Jobs	12	28.6%
	Production, Transport, & Trades Jobs	17	34.0%
	Administrative, Sales, & Services Jobs	76	64.4%
	Healthcare Support Jobs	12	100.0%
Moderate Impact on Business	Total - All Jobs	100	45.0%
	Professional & Management Jobs	30	71.4%
	Production, Transport, & Trades Jobs	33	66.0%
	Administrative, Sales, & Services Jobs	37	31.4%
	Healthcare Support Jobs	0	0.0%
No Impact on Business	Total - All Jobs	5	2.3%
	Professional & Management Jobs	0	0.0%
	Production, Transport, & Trades Jobs	0	0.0%
	Administrative, Sales, & Services Jobs	5	4.2%
	Healthcare Support Jobs	0	0.0%

SUMMARY

There were 129 job openings last year in Groton, South Dakota. There are 222 future openings anticipated next year. The average wage of these job openings was \$12.38/hour. Admin/sales/services openings earned the least at \$7.77/hour, while professional/manager openings earned the most at \$19.65/hour. Most of the job openings took less than one month to fill. Admin/sales/services openings were filled quickly within one month, while healthcare support openings took over two months to fill.

Openings offered limited benefits. Full benefits were offered to healthcare support openings, while minimal benefits were offered to admin/sales/services openings. Only one-third of openings offered any sort of medical, dental, or retirement plans.

Most openings required less than a high school degree. Professional/manager jobs required less than high school or a college degree. Production/transport/trades jobs required a high school degree and certification. Healthcare support jobs require less than high school and certification and admin/sales/support jobs require less than a high school degree. However, adequate high school preparation is essential for any openings. Speaking and writing skills were less important for production/transport/trades jobs. Math and computer skills were important for almost all openings. Math skills were important for all except healthcare support jobs. Computer skills were important for all except healthcare support and production/transport/trades jobs. Biological/physical sciences skills were important for healthcare support jobs.

Most openings required no previous experience. However, professional/manager and production/transport/trades openings required several years worth of experience.

Most applicants lacked the required experience or had poor work histories. Professional/manager applicants lacked required skills and lacked required experience. Production/transport/trades applicants lacked required experience, were unwilling to relocate to the area, and had poor work histories. Admin/sales/services applicants lacked required experience. Healthcare support applicants had poor work histories, poor interpersonal skills, and lacked required skills/abilities.

Most openings were advertised in local newspapers. Professional/manager openings were advertised using recruitment agencies. Healthcare support openings were advertised using the internet and professional associations. Almost all new hires come from the local area.

Most new hires stay in the position for 1-3 years. Professional/manager workers stay either 4-10 years or leave in less than one year. Production/transport/trades workers tend to stay longer, either 4-10 years or over 10 years. Most employees leave due to relocation or a change in careers. Professional/managers leave due to relocation from the area or career change. Production/transport/trades workers leave due to advancement outside the firm, career change, relocation, and dissatisfaction with the community. Admin/sales/services workers leave due to relocation away from the area, and healthcare support workers leave due to dissatisfaction with pay/benefits and a change in careers.

Most applicants for openings match the job requirements well. Admin/sales/services applicants matched well. However, professional/manager applicants only matched very little. Most firms had some difficulty filling openings with qualified workers. Admin/sales/services openings filled with no difficulty. However, healthcare support openings filled with great difficulty.

Most firms anticipate some to no difficulty in filling future openings with qualified applicants. Future admin/sales/services openings are expected to be filled with no difficulty. However, future healthcare support openings are expected to be filled with great difficulty. Not filling future openings will have a severe to moderate impact on the operation of most firms or businesses. Not filling future healthcare support openings will have a severe impact on businesses. Not filling future professional/manager and production/transport/trades openings will have a moderate impact on businesses.



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