

User's Guide to Workforce and Career Information



State of New Hampshire
John H. Lynch, Governor

New Hampshire Employment Security
Richard S. Brothers, *Commissioner*
Darrell L. Gates, *Deputy Commissioner*

prepared by
Economic and Labor Market Information Bureau
Richard Ricker, *Director*
Bruce DeMay, *Assistant Director*

January 2007 edition

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Introduction

In its narrowest sense, workforce information refers to a set of core statistics-gathering programs conducted under the guidance of the U.S. Department of Labor's Bureau of Labor Statistics (BLS). In a broader sense, workforce information is the entire body of data that describes in detail the two key elements of a "labor market" – workers and jobs. The labor market can be nationwide, statewide, or local in scope. You can use labor market/workforce information to assess the performance of New Hampshire's economy or to become familiar with existing and projected jobs by industry and area and the occupational characteristics of these jobs such as average wage rates.

New Hampshire Employment Security (NHES) has the primary responsibility for providing New Hampshire workforce and career information through its Economic and Labor Market Information Bureau (ELMIB). It is this bureau that collects, assembles, analyzes, and drafts data into a usable format, and makes it available to the public. ELMIB also provides training and technical assistance to familiarize users with the data.

Federal gathering of workforce data began with the 1820 census which, for the first time, asked questions about occupational employment. Most current workforce information programs originated in the 1930s with the establishment of the Wagner-Peyser Act to measure the impact of the Great Depression and the nation's progress toward recovery. The Workforce Investment Act and the Carl D. Perkins Vocational and Applied Technology Education Act reaffirmed congressional support for the preparation and use of workforce information. Both of

these acts emphasized the need for continued production and refinement of occupational and workforce information.

NHES is designated as a "cooperating agency" by BLS. This cooperation increases our ability to produce workforce information for New Hampshire and helps BLS develop a national statistical series and ensure comparability of workforce data from state to state.

Today workforce information touches almost everyone's life. Economic decisions made without workforce information are incomplete decisions. Businesses and employers depend on workforce information to guide them in making location and expansion choices and in preparing marketing strategies. It also enables them to compare their performance with state trends, to set attainable goals in affirmative action plans, and to assess their wage scales and employee benefits programs.

Government leaders and decision-makers find workforce information indispensable for planning purposes such as projecting state revenues and expenditures, or preparing education and training programs affecting the future workforce of New Hampshire. Individual job seekers use workforce and career information to help focus their work search efforts – determining what occupations, what geographical areas, or what industries are experiencing job growth – and to identify current job openings.

A Primer on Economic Statistics

The economy (especially during periods of crisis) is clearly a subject of intense interest for many people. Accordingly, we are bombarded with economic statistics and data from numerous sources such as newscasts, the Internet, newspapers, magazines, and fellow citizens. The volume and variety of economic statistics can be overwhelming. Here are some useful tips that can be used when evaluating economic statistics.

What is this Statistic Telling Me?

It is often helpful to ask "what is this statistic telling me?" and, perhaps more importantly, "what is this statistic *not* telling me?" Knowing the precise definition of an economic statistic is important. For example, some people may equate personal income with income received from work. However, personal income also includes proprietors' income, rental income, interest, dividends and transfer payments such as social security, welfare and unemployment benefits. Most people would probably define unemployment as not having a job. But, according to the definition used in federal statistical programs, only those who are without work *and* have actively sought work within the last four weeks are considered unemployed. Discouraged workers -those who have not looked for work for four weeks or more- are considered out of the labor force and not unemployed. An additional consideration is that some unemployment rates are seasonally adjusted to distinguish between typical employment fluctuations (e.g. construction employment typically falls in the winter) and changes which warrant attention.

Changes in Magnitude (Size) and Changes in Percent

Distinguishing between changes in magnitude and percent changes is quite useful when looking at economic statistics. An increase of 10 million dollars may sound impressive but, if the base figure was 10 billion dollars, then this represents only a 0.1 percent increase. Percent changes must be looked at carefully as well. Going from a crime rate of one crime per 1,000,000 people per year to two crimes per 1,000,000 people

per year is an increase of 100 percent. However, when dealing with extremely small values, any change can be proportionately large. The new crime rate is still very small in terms of magnitude. Either way, looking at long-term trends in magnitude or percent changes is beneficial because it aids in determining whether a short-term change is significant, atypical or part of a recurring pattern.

Read Statistics with Caution

Any gross statistic, such as total wages, total income or gross domestic product (GDP), must be read with caution. Hypothetically, if country "A" reports a GDP of \$100,000 and country "B" reports a GDP of \$10,000, it is tempting to say that country "A" has the more robust economy. However, if country "A" has a population of 100,000 people and country "B" a population of 100, then calculating per capita GDP (GDP/population) demonstrates that, *on average*, the folks in country "B" are economically better off than the people in country "A" ($A = \$100,000 / 100,000 = \1 per person; $B = \$10,000 / 100 = \100 per person).

Putting Averages in Perspective

Averages can be misleading as well. This is particularly true with statistics describing income or wages. To demonstrate, assume there are five individuals in an economy making salaries of \$20,000, \$25,000, \$30,000, \$40,000 and \$200,000 per year. The average (or mean) yearly salary in this case is \$63,000 ($(\$20,000 + \$25,000 + \$30,000 + \$40,000 + \$200,000) / 5$). The individual making \$200,000 per year substantially skews the average salary upward. Because averages tend to be skewed by extreme values, the median measure is preferred when examining income and wages. In this case the median yearly salary (the salary exactly in the middle of the group) is \$30,000, which is much more representative of what the typical person makes.

Nominal versus Real Statistics

Another important consideration is whether economic statistics are reflecting nominal or real values. Nominal values are expressed in

current dollar figures, whereas real values account for the effect of inflation. Some common economic statistics that are expressed in both nominal and real values are gross domestic product (GDP), wages, income and interest rates. To illustrate, if \$100 was deposited in a bank for one year and earned 10 percent interest, then \$110 would be received one year later. However, if the inflation rate was 10 percent over that same year, then the \$110 would have the same purchasing power as \$100 did a year ago. The real value of the \$110 (adjusted for inflation) is \$100 and the real interest rate is zero percent because no "real" gain in income occurred. Calculating real values for economic statistics makes it possible to distinguish between real growth and increases due to inflation.

Statistical Ambiguities

It is particularly frustrating when two different sources are reaching two totally different conclusions about what seems to be the same economic statistic. This can often be the result of using different measurement techniques. For instance, suppose we are trying to determine who bears the most tax burden in a two-person economy. One person makes \$100,000 per year and is taxed at an effective rate of 5 percent. The other person makes \$10,000 per year and is taxed at 10 percent. The tax contributions for each individual would be \$5,000 and \$1,000 respectively for total tax receipts of \$6,000. One can argue that the wealthier person bears a greater tax burden because his contribution represents 83.3 percent of tax revenues (\$5,000/\$6,000). The argument can also be made that the poorer individual bears a greater burden because a larger percentage of his income goes to taxes (10 percent vs. 5 percent). Two different measurement techniques, percent of tax receipts vs. percent of income, are being applied to determine tax burden. It is up to the reader to decide which is more applicable.

Erroneous conclusions can also be made when the direction of a statistical relationship is mistakenly reversed. Assume an economy of 100 laborers with 10 working in professional occupations and 90 in non-professional occupations. Eight of ten

professional workers hold second jobs (i.e. 80 percent of professionals hold multiple jobs). In the non-professional category, 30 of 90 workers hold second jobs (a multiple job holding rate of 33 percent). From this data on our workforce we can state that those who work in professional occupations are likely to be multiple jobholders. However, the reverse is not true. We *cannot* assert that multiple jobholders are likely to be employed in professional occupations because professional occupations comprise a small percentage of the total workforce (10 percent). If we take the total number of multiple jobholders (8 from professional occupations, 30 from non-professional occupations), we find that 78.9 percent of multiple jobholders are from non-professional occupations ($30/38 \times 100 = 78.9\%$).

Sample Based Statistics

In cases where economic statistics are generated from samples of a population, rather than the population as a whole, tests for statistical significance are of particular importance. By testing for statistical significance, a determination can be made regarding how confident we are that a relationship found in the sample data depicts the same relationship in the population.

To illustrate, if you blindly drew only one marble from a box containing 100 marbles (99 of which were red and 1 that was blue), it's possible you could draw the blue marble and erroneously conclude that all the marbles were blue. Statistical significance testing necessitates that a sufficient sized sample be drawn. It also allows us to state how confident we are in the information derived from various sample sizes. Many people are familiar with political polling surveys that indicate levels of confidence and margins of error. A survey indicating a 95 percent confidence level with a margin of error of plus or minus three percent is akin to saying that, given this sample size, the researcher is 95 percent confident that the sample data is representative of the population within a margin of error of plus or minus three percent.

Case Study of a Specific Workforce Related Statistic

Average weekly wages under covered employment are a fairly common state level statistic. They are calculated quarterly by taking total wages reported by businesses subject to unemployment taxation (i.e. covered by unemployment insurance), dividing by the total employment reported by these firms, and then dividing by 13 to arrive at a weekly figure. What is this statistic telling us? The vast majority of employment is reported by businesses covered by unemployment insurance (97.1 percent of nonfarm payrolls according to the U.S. Department of Labor, Bureau of Labor Statistics). Therefore, statistical significance testing is unnecessary since virtually the entire working population is accounted for.¹ The weekly unit of measurement is a commonly understood time frame that allows for assessing how workers are faring on average. Finally, by looking at previously released figures, magnitude and percent changes can be easily calculated and trend analyses performed.

What is this statistic not telling us? Average weekly wages may not be the best indicator of how *typical* workers are faring for two reasons. First of all, many forms of compensation must be reported under unemployment compensation law. These include executive pay, stock option payments, profit distributions, bonuses, commissions and, in some cases, employer contributions to retirement plans such as 401k's. For the most part, these forms of compensation comprise a fairly small percentage of typical workers' pay. Secondly, as discussed above, averages are skewed by extreme values. As such, the relatively few employees who receive very high wages pull the average up. In addition, changes in average weekly wages may reflect changes in the length of time at work rather than an improvement in wages. Assume 10 workers, working 39 hours per week, at \$10.00 per hour. Total wages would equal \$3,900 (10 x 39 x \$10.00). If the workweek was 40 hours instead, then total wages would equal \$4,000 (10 x 40 x \$10.00). Average weekly wages (total wages/total employed) would be \$390 in the first case (\$3,900/10) and \$400 in the second case (\$4,000/10). Average weekly

wages have increased but not due to improving wages but the lengthening of the workweek. Finally, average weekly wages are an example of a statistic expressed in nominal value and are therefore not adjusted for inflation.

The preceding examples by no means exhaust all potential economic statistical ambiguities, misinterpretations or misunderstandings. While some degree of researcher bias is inevitable, outright deception using economic statistics is fairly uncommon. Misleading economic statistics are also often the result of unconscious bias, unfamiliarity with the "right" statistic for the analysis at hand or the lack of time, manpower or computing capacity necessary to generate optimal economic statistics. Informed consumers of economic statistics are the best antidotes to unwarranted conclusions.

Kevin Coyne

¹ An example of economic statistics that are sample based is the Current Employment Statistics (CES), a monthly survey of business establishments performed under the direction of the Bureau of Labor Statistics. Another example is the national unemployment rate, a monthly survey of households, performed by the Census Bureau.

Other Resources:

[How To Lie With Statistics](#) by Darrell Huff. W. W. Norton & Co., 1993.

[Guide To Economic Indicators, 3 ed.](#) by Norman Frumkin. M. E. Sharpe, 2000.

[The MIT Dictionary of Modern Economics, 4 ed.](#) edited by David W. Pearce. MIT Press, 1992.

[A Guide To Everyday Economic Statistics, 6 ed.](#) by Gary E. Clayton & Martin Gerhard Giesbrecht. McGraw Hill, 2004.

Workforce and Career Information Matrix

| | Information | Affirmative Action Information | Analysis of NH Economy | Benefits Offered to Employees | Career Guides | Childcare | Commuting Data | Consumer Price Index | County Data | Crime and Accidents | Education | Employment and Wages | Employment Projections | Energy | Environment |
|--|-------------|--------------------------------|------------------------|-------------------------------|---------------|-----------|----------------|----------------------|-------------|---------------------|-----------|----------------------|------------------------|--------|-------------|
| LMI Publications and Resources | | | | | | | | | | | | | | | |
| Childcare 2000 | | | ◆ | | ◆ | | | | | | | | | | |
| Economic Conditions in New Hampshire | | ◆ | | | | | | ◆ | ◆ | | | ◆ | | | |
| Covered Employment and Wage Data | | | | | | | | | ◆ | | | ◆ | | | |
| Firms by Size in New Hampshire | | | | | | | | | | | | ◆ | | | |
| High Tech Industries in New Hampshire | | | | | | | | | | | | ◆ | | | |
| In Brief ... Employment Projections | | | | | ◆ | | | | ◆ | | ◆ | ◆ | ◆ | | |
| In Focus: Special Topic Papers | | | | | ◆ | | | | | | ◆ | ◆ | ◆ | | |
| Licensed, Certified, & Registered Occupations | | | | | ◆ | | | | | | ◆ | | | | |
| Local Area Unemployment Statistics | | | | | | | | | ◆ | | | | | | |
| New Hampshire Affirmative Action | ◆ | | | | | | | | ◆ | | | | | | |
| New Hampshire Benefits | | | ◆ | | | ◆ | | | | | ◆ | | | | |
| New Hampshire Community Profiles | ◆ | | | | | ◆ | ◆ | | | | ◆ | ◆ | | | |
| New Hampshire Commuting Patterns | | | | | | | ◆ | | | | | ◆ | | | |
| New Hampshire Employment Projections | | | | | ◆ | | | | | | ◆ | ◆ | ◆ | | |
| New Hampshire Job Notes | | | | | ◆ | | | | | | ◆ | | ◆ | | |
| New Hampshire Job Outlook and Locator | | | | | ◆ | | | | | | ◆ | | ◆ | | |
| NH Career Resource Network Newsletter | | | | | ◆ | | | | | | | | | | |
| NH Occupational Employment & Wages | | | | | | | | | | | | ◆ | | | |
| NH Unemployment Insurance Historical Data | | | | | | | | | | | | | | | |
| NHnetwork | ◆ | | | | | | ◆ | ◆ | ◆ | | ◆ | ◆ | ◆ | | |
| Retirement 2002 | | | ◆ | | | | | | | | | ◆ | | | |
| Summary of the New Hampshire Economy | | ◆ | | | | | | | | | | ◆ | | ◆ | |
| Vital Signs: Economic & Social Indicators for NH | | ◆ | | | | | | ◆ | | ◆ | ◆ | ◆ | | ◆ | ◆ |
| Web Site - Frequently Asked Questions | | | | | | | | ◆ | ◆ | | | ◆ | ◆ | | |

Information...

What's Available? Where Do I Find It?

Career guides

The New Hampshire Career Resource Network (NHCRN) is a provider of career development resources. NHCRN distributes information about education, jobs, occupations and careers. In their career-related materials NHCRN uses workforce data produced by ELMIB, such as fastest growing jobs and the best paying jobs. NHCRN also provides training for educators and counselors on how to assist students or clients in career and educational planning.

NHCRN produces an annual publication, *New Hampshire Job Notes*, as well as a newsletter, occupational brochures and career videos. Additionally, NHCRN provides career information presentations to students in New Hampshire. To learn more about the services and products provided by NHCRN, visit their Web site at www.nhes.state.nh.us/elmi/nhcrn/index.htm.

Employment and Wages (Monthly)

The Current Employment Statistics (CES) are monthly estimates on employment, hours, and earnings for persons on nonfarm payrolls based on a sample survey of employing establishments. The CES estimates are often referred to as nonfarm because it does not include farming employment. New Hampshire's data, combined with that of other states, is used to measure national economic trends. The Federal Reserve Bank System, the Joint Economic Committee of the Congress, and the President's Council of Economic Advisers are examples of economic institutions, as well as the media, using CES estimates in their analysis of the economy.

CES estimates the current number of jobs in nonfarm employment and estimates average weekly hours, average weekly earnings, and average hourly earnings for Manufacturing production workers only. Estimates are made for the state and for the larger metropolitan areas in New Hampshire.

The data produced by the CES program is published monthly in *Economic Conditions* and a *Detailed Monthly Analysis of Industry Employment Data* is published on our web site at www.nhes.state.nh.us/elmi/nonfarm.htm.

Employment and Wages (Quarterly)

As part of the Unemployment Insurance compensation system, New Hampshire Employment Security (NHES) collects quarterly data on number of people employed and total wages from those employers subject to the unemployment law. This data is called Quarterly Census of Employment and Wages (QCEW) but is often referred to as covered employment or ES-202 data. QCEW data has a 5-6 month lag due to quarterly reporting and data processing time. In combination with QCEW data from other states, regional and national economic trends and performance analysis can be made. As an example, the Bureau of Economic Analysis of the U.S. Department of Commerce uses QCEW data as a major component in estimating total wage and salary numbers for the National Personal Income and Gross Domestic Product.

The QCEW data is based on geographical location and NAICS codes. This facilitates tracking employment history and economic growth by location – important information in economic development efforts.

ELMIB uses QCEW data to benchmark the nonfarm employment estimates produced by the Current Employment Statistics (CES) program. Nationwide, the QCEW data covers about 97 percent of all nonfarm (CES) employment. QCEW data is also used as input in developing Local Area Unemployment Statistics (LAUS) and as a sampling frame for the Occupational Employment Statistics (OES) program and occasionally for surveys conducted by the Research unit.

Quarterly employment and wage data is available on our Web site at www.nhes.state.nh.us/elmi/covempwagquart.html and annual averages are also available at www.nhes.state.nh.us/elmi/covempwag.htm.

Employment Projections by Industry and Occupation

ELMIB prepares both long-term and short-term projections of employment for nearly 100 industries and over 700 occupations. Information on fastest growing industries, hot jobs, jobs expected to lose the most employment, and required training to begin working in an occupation are available.

Long-term projections are released every two years and are based on a ten-year timeframe. These projections are driven by structural changes in the economy, along with changes in population and demographics. Projections take into account jobs created by growth in the economy as well as jobs needed to replace workers who retire or leave an occupation for other reasons.

Short-term projections are prepared at least once a year for a two-year timeframe. Short-term projections are directly influenced by business cycle fluctuations and changes in demand for the final product or service produced by an industry. Changes in interest rates, consumer confidence, and the relative prices of other products are just some of the factors that can affect industry and occupational employment in the short-term.

The projections process uses information from other units in ELMIB. The Quarterly Census of Employment and Wages unit provides historical employment data, while the Occupational Employment Statistics unit provides current staffing patterns (occupational breakdowns by industry).

This data is available every two years in *New Hampshire Employment Projections by Industry and Occupation* and on-line at www.nhes.state.nh.us/elmi/projections.htm.

Labor Force and Unemployment Rate

The unemployment rate is one of the most frequently requested pieces of workforce information produced by ELMIB. Each month the Local Area Unemployment Statistics (LAUS) unit estimates the civilian labor force, the number of employed, unemployed and the unemployment rate based on place of residence in New Hampshire. Additionally, LAUS calculates the unemployment rate for labor market areas, counties, cities and towns. This data is used by business firms, planners, researchers, and other government agencies, and is of interest to the general public. LAUS estimates are also used to identify Labor Surplus Areas. Employers located in Labor Surplus Areas may be given preference in bidding on federal contracts to meet the national goal of funneling dollars into areas of greatest economic need.

Even though the unemployment rate is a simple calculation of the estimated unemployed divided by the estimated labor force, estimating employment and unemployment is a much more complicated process. Because many unemployed persons are not eligible for unemployment compensation benefits and because others who are eligible choose not to file, a simple tally of persons filing for unemployment compensation benefits is not adequate to count the number of unemployed people in the state. LAUS estimates unemployment and employment from a household survey conducted monthly (Current Population Survey-CPS) by the U.S. Census Bureau.

Annually, LAUS estimates for the three most recent years are revised through a benchmarking process. This can result in adjustments to the estimated unemployment rates for individual months in each of the three years.

Historic and current data from the LAUS program can be found on our Web site at www.nhes.state.nh.us/elmi/laus.htm and the current unemployment rate by area is also published monthly in *Economic Conditions*.

Occupational Employment and Wages

Employment and wage estimates by occupation are produced semi-annually. Hourly wage data is calculated for the mean, median, and entry and experienced levels for more than 550 occupations in New Hampshire. In cases where hourly wage data is not available, the annual figures are calculated. Estimated employment levels are also available by occupation.

The Occupational Employment Statistics (OES) program produces these estimates based on a semi-annual survey of New Hampshire's employers. Employers report how many workers they have, what they do, and how much they earn by the hour or by annual salary.

The employment estimates produced by the OES program are the basis for occupational projections in New Hampshire. Job seekers, employers, government planners, educational specialists, and economic developers also use this employment and wage data. In addition, OES data provides prevailing wage information for the Alien Labor Certification program.

This data for New Hampshire is available in the publication, *New Hampshire Occupational Employment & Wages* and on-line at www.nhes.state.nh.us/elmi/oesfiles.htm. Information in this publication is available for New Hampshire and its 14 wage survey areas. The on-line version has occupational employment and wage data available at the county level as well. A Dictionary of Occupations is available on-line only.

Research, Presentations, and Special Requests

The Research Unit is a resource for those looking for workforce and career information. It acts as a clearinghouse of all

types of workforce and career information and packages this information in products that meet the needs of our consumers. The unit's staff is responsible for having a broad knowledge of the workforce and career information produced in ELMIB and in other State and Federal agencies. The unit, therefore, responds to questions and data requests on a daily basis. In this role, the Research Unit is frequently called upon to prepare special reports or presentations for economic development committees, other government agencies, reporters, and employers.

Unemployment Insurance Claims Data

New Hampshire Employment Security's (NHES) Administrative Reporting Unit reports unemployment insurance claims activity by local office. This data includes important economic indicators such as the number of initial and continued claims, the number of weeks compensated for unemployment, the average duration of benefit payments, and the average weekly benefit amount paid to claimants.

Initial claims activity is a leading indicator of the economic well being of an area. A significant change in average weekly initial claims can signal a shift in the direction of business activity.

This unit also tracks the balance of the Unemployment Insurance Trust Fund on a monthly basis. This is of importance to employers as their tax rate reductions are based on this fund's balance. When the balance falls below a predetermined level, the reductions get smaller.

This information is published monthly in *Economic Conditions* and can be found on our Web site at www.nhes.state.nh.us/elmi/unempcomp.htm.

ELMIB Web site



The ELMIB Web site <www.nhes.state.nh.us/elmi/> provides unemployment, economic, workforce and career information. This is the most important tool for any user of New Hampshire workforce or career information. All publications and data produced by ELMIB are available on this Web site.

From our Web site, you can link to additional databases containing workforce and career information:

NHnetwork



This web site contains a large variety of workforce and career related information for New Hampshire, such as unemployment rates, employment and wages, income information, census demographics information, education, training programs, industry, occupation, career information, and area profiles.

NHnetwork has separate modules designed to provide information targeted to the needs of individual job seekers, employers, and economic analysts. Each module has different search options; for example, modules targeted to individuals and employers provide state and county data, whereas the labor market analysis module has data for up to ten types of geographic areas. NHnetwork includes the ALMIS (America's Labor Market Information System) Employer Database, a listing of New Hampshire business and government entity names, addresses, and telephone numbers. ©infoUSA

<<http://nhnetwork.nhes.state.nh.us/nhnetwork/>>



NSCITE

NSCITE is an electronic reporting system that is part of the Performance Assessment and Customer Information Agency (PACIA). This Web site allows training providers to submit their training programs and allows customers to seek information about training programs in their field of interest.

PACIA evaluates the effectiveness of the training programs and services provided in New Hampshire under the federal Workforce Investment Act (WIA). There are two distinct types of measurement. One is the overall performance of the WIA programs and services. The performance of the WIA activities is measured against established goals. The other is the evaluation of training programs to insure they meet the requirements necessary to be included on the list for WIA participants. Training programs are evaluated based on the successful outcomes of their participants. This outcomes information is housed in NSCITE.

<www.nscite.org>

If you have any problems finding information on any of these Web sites, please contact one of our analysts at (603) 228-4124.

Publications & Resources



Childcare 2000

Based on a survey of New Hampshire employers. Its purpose was to discuss childcare needs of New Hampshire.

www.nhes.state.nh.us/elmi/benisurv.htm



Web only

Covered Employment & Wages (QCEW)

Quarterly census of employment and wages data for those New Hampshire businesses covered by unemployment compensation is available. The data is calculated at the state and county level by quarter as well as annually. Data by labor market area and by city, town, and unincorporated place is only available annually.

www.nhes.state.nh.us/elmi/covempwagquart.html > *quarterly*
and www.nhes.state.nh.us/elmi/covempwag.htm > *annual*



New Hampshire Economic Conditions

Highlights economic developments affecting the state, including: seasonally and not seasonally adjusted labor force; nonfarm wage and salary employment estimates; unemployment compensation claim data; earnings and hours of production workers; and U.S. Consumer Price Index information. Publication and Web site releases are also highlighted.

www.nhes.state.nh.us/elmi/econanalys.htm



Web only

Firms by Size in New Hampshire (QCEW)

Provides the number of establishments and the total number of employees within each size category. All businesses in New Hampshire are aggregated by the number of employees each one had the week that includes March 12th.

www.nhes.state.nh.us/elmi/covempwag.htm



Web only

High Tech Industries in New Hampshire

Lists employment in high tech industries with a significant concentration of research and development in New Hampshire.

www.nhes.state.nh.us/elmi/covempwag.htm



In Brief . . . Employment Projections by County

Includes highlights from *Employment Projections by Industry and Occupation* for each of the 10 counties. Tables and graphs are combined with bulleted text to summarize projections by industry and occupation, annual openings, and education and training categories.

www.nhes.state.nh.us/elmi/projections.htm



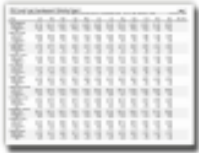
In Focus: Special Topic Papers

Short papers providing an in-depth examination of various topics.
www.nhes.state.nh.us/elmi/infocus.htm



Licensed, Certified, and Registered Occupations in New Hampshire

A handbook on regulations, examinations, and fee requirements for regulated occupations in New Hampshire. It provides administrators, counselors, clients, employers, students, and others with information about occupational licenses or certificates issued by various state boards, commissions, and departments. Occupational descriptions and statutory references are included along with the regulatory agency's address and contact person for over eighty-five occupations.
www.nhes.state.nh.us/elmi/licertreg.htm



Local Area Unemployment Statistics

Labor force, employment, and unemployment estimates and the unemployment rate are available both seasonally and not seasonally adjusted for New Hampshire. Substate - counties, labor market areas, primary metropolitan statistical areas, cities, and selected towns - estimates are available not seasonally adjusted only.
www.nhes.state.nh.us/elmi/laus.htm



Web only

New Hampshire Affirmative Action

Occupational data displayed in statistical tables conveying information regarding population, labor force, employment, and active applicants by gender and minority status.
www.nhes.state.nh.us/elmi/affirmact.htm



New Hampshire Benefits

Based on a survey of New Hampshire employers. The results give employers the opportunity to compare their package of benefits with those of other firms. An in-depth look at Childcare and Retirement in the state was possible by conducting subsequent surveys.
www.nhes.state.nh.us/elmi/benisurv.htm



New Hampshire Career Resource Network (NHCRN) Newsletter

A resource for career development information in New Hampshire. This newsletter provides a forum for sharing career development information throughout the state. Topics of interest include who's doing what, where to go to find information, and information about education, industries, occupations, and careers.
www.nhes.state.nh.us/elmi/nhcrn/nhcrnnews.htm



Web only

New Hampshire Community Profiles

Information on the 234 incorporated cities and towns in New Hampshire. Data come from a variety of sources, including community responses, published reports, and maps. The profiles include information on municipal services, transportation, housing, tax rates, educational services, demographics, labor force, employment, recreational facilities, and more.
www.nhes.state.nh.us/elmi/communpro.htm



New Hampshire Commuting Patterns

Narrative and statistical tables of New Hampshire commuting patterns by county extracted from the 1990 and 2000 U.S. Census.
www.nhes.state.nh.us/elmi/comm patt.htm



New Hampshire Employment Projections by Industry and Occupation

Estimates base year and projected year employment in the state by industry and occupation, and projected annual job openings for both growth and replacement needs. County specific projections are available on request and may be accessed at our Web site.
www.nhes.state.nh.us/elmi/projections.htm



New Hampshire Job Notes

A career planning publication that provides information on exploring, setting, and achieving career goals. Presented in newspaper form, it has articles on new and future occupations; information on average wages, growth rates, and training requirements for over 200 occupations in NH; job search techniques; exploring personal skills and interest areas; options for training and education beyond high school; career resources on the Internet; and much more.
www.nhes.state.nh.us/elmi/nhcrn/jobnotes.htm



New Hampshire Job Outlook and Locator Occupations by Industry

Estimates base year employment and projected year employment by industry within an occupation. Occupations are defined according to Occupational Employment Statistics (OES) categories.
www.nhes.state.nh.us/elmi/projections.htm



New Hampshire Occupational Employment and Wages

Wage and employment data are available for up to 550 occupations statewide and for 14 wage areas. Data tables include job title, SOC code, estimated employment, entry level wage, mean wage, median wage, and experienced wage.
www.nhes.state.nh.us/elmi/oesfiles.htm



Web only

New Hampshire Unemployment Insurance Historical Data

Statistical data, charts, and narrative explanations of the UI program to aid viewers' observation and analysis of how the data has fluctuated through historical recession and expansion periods in New Hampshire's economy.

<www.nhes.state.nh.us/elmi/unempinsur.htm>



Web only

Nonfarm Employment and Earnings

Provides monthly estimates on employment, hours, and earnings for people on nonfarm payrolls. Employment estimates are calculated for many industries, while the hours and earnings data is calculated for Manufacturing production workers only.

<www.nhes.state.nh.us/elmi/nonfarm.htm>



Retirement 2002

Based on a survey of New Hampshire employers. This publication provides information about retirement and workforce questions that companies and workers face.

<www.nhes.state.nh.us/elmi/benisurv.htm>



Summary of the New Hampshire Economy

A short paper produced each spring and fall containing the Economic and Labor Market Information Bureau's analysis of where the New Hampshire economy stands and where it is headed in the near future. <www.nhes.state.nh.us/elmi/econanalys.htm>



Vital Signs: Economic and Social Indicators for New Hampshire

A review of 800 economic and social indicators in eighteen categories from a variety of sources. The previous four years are reported, when available, in order to depict trends. Charts and graphs accompany a narrative of recent happenings within the category.

For Publications: Visit our Web site at <www.nhes.state.nh.us/elmi/>; call (603) 228-4124; or see page 25 for written and fax requests.

The Labor Force

Who is in the Labor Force?

Persons "in the labor force" are those in the civilian noninstitutional population, age sixteen years or older, who are employed or who are unemployed and seeking employment. The Local Area Unemployment Statistics (LAUS) Program estimates the number of labor force participants who are unemployed and employed. The labor force is the sum of the unemployed plus the employed, and the unemployment rate is the number unemployed divided by the number in the labor force.

People are considered employed if they work for pay or own their own business at any time during the pay period that includes the twelfth day of the month. People who work as unpaid workers for fifteen hours or more in a family-owned business are also considered employed. People who are temporarily absent from their jobs because of vacation, illness, bad weather, or personal reasons are also counted as employed. Included in the employed group are those who are employed full-time (thirty-five hours or more during the survey week) and those who are employed part-time.

People are classified as unemployed if they meet all of the following criteria:

- ☞ They do not meet the definition of "employed" above
- ☞ They are available for work
- ☞ They have made specific efforts to find employment some time during the prior four weeks.

People laid off from their former jobs and awaiting recall, and those expecting to report to a job within thirty days need not be looking for work to be counted as unemployed.

Unemployed people can be divided into four groups:

- ☞ Job losers, who have been terminated involuntarily or laid off and are seeking work
- ☞ Job leavers, who voluntarily left a job and immediately began looking for work
- ☞ Reentrants, who previously worked full-

time for two weeks or longer then left the labor force, but now have begun to look for work again

- ☞ New entrants, who have never worked at a full-time job lasting two weeks or longer but are now seeking employment.

The primary factor in determining whom to count as unemployed is whether that person was actively seeking employment. "Wanting a job" is not enough to be counted as unemployed.

Who is Not in the Labor Force?

People are considered not in the labor force if they are not working and not actively seeking work. Those persons not in the labor force can be thought of as falling into one of two categories, those who do not want a job and those who want a job. Included in these two categories are students who are not employed or seeking employment, those who stay home out of choice or necessity, those who for a variety of other reasons have no interest in working, and discouraged workers, who want a job but have given up searching.

Revised Labor Market Areas in New Hampshire

A labor market area is a general term used to describe an economically integrated region within which workers can readily change jobs without changing their place of residence. New Hampshire's labor market areas changed with the 2000 Census.

How do the changes affect you?

As a *data user*, these changes mean the data for the new areas is not comparable with the historical data previously published by the old areas. To update historical files with the revised historical files published by the new areas, please visit our Web site at www.nhes.state.nh.us/elmi/.

Who is responsible for the change?

The federal Office of Management and Budget (OMB) reviews the commuting patterns and economic dependence between counties every ten years. Effective June 2003, OMB designated Core Based Statistical Areas (CBSA) as the new standard, replacing the old standard of Metropolitan Statistical Areas (MSA). According to OMB, a CBSA is a statistical geographic entity consisting of a county associated with at least one core (urbanized area or urban cluster) of at least 10,000 population. The CBSA must have adjacent counties that have a high degree of social and economic integration with the core as measured through commuting ties. In New England the CBSA is defined using cities and towns or groups of cities and towns rather than counties.

Metropolitan Areas

Similar to the old Metropolitan Statistical Areas (MSA) and Primary Metropolitan Statistical Areas (PMSAs), the new areas are now called MetroNECTAs and NECTA Divisions. These MetroNECTAs are core based statistical areas associated with at least one urbanized area that has a population of at least 50,000.

A NECTA Division is a city or town or group of cities and towns within a NECTA that contains a core with a population of at least 2.5 million.

Micropolitan Areas

The OMB introduced a new area, the Micropolitan area or MicroNECTA. A MicroNECTA is a core based statistical area with at least one urban cluster that has a population of at least 10,000, but less than 50,000. It must also have adjacent cities and towns or groups of cities and towns that have a high degree of social and economic integration with the "core" as measured through commuting ties.

Small Labor Market Areas

The Bureau of Labor Statistics (BLS), with input from this bureau, divided the remaining cities and towns not already classified as part of a NECTA. Unlike the NECTA, Labor Market Areas were based on just commuting patterns; population was not a direct factor.

Under the new area designations, New Hampshire now has thirteen small LMAs. Nine of these are entirely within the state's borders while four are New Hampshire portions of interstate small LMAs.

Unassigned Areas

The OMB process left four towns unassigned to any labor market area because the commuting patterns of their residents were not strong enough to show economic ties with a specific neighboring area. These towns are Deerfield, Newmarket, Northfield, and Nottingham.

Summary

In summary, the number of labor market areas (metropolitan areas, micropolitan areas, and small labor market areas) in New Hampshire increased from 18 to 27 as a result of the new designations. This total includes areas that are completely within the state's borders as well as the New Hampshire portion of interstate areas.

Glossary

Affirmative Action

A program that became law with the passage of the Equal Employment Opportunity Act of 1972. It required employers, labor unions, employment agencies, and labor-management apprenticeship programs to make an affirmative effort to eliminate discrimination against, and increase employment of, females and minorities.

Alien Labor Certification

A program that allows an employer to employ a foreign worker in the U.S. either on a temporary or permanent basis. It is the responsibility of the State Workforce Agency to determine the prevailing wage rate for the occupation in the area of intended employment.

Applicant

A person who registers with a local Employment Security office to seek employment, obtain employability development services, and/or file for unemployment compensation. Applicants remain "active" until they are placed in a permanent job or in training or as long as they continue to actively seek services from a local employment security office.

Average Weekly Earnings, Production Workers (Current Employment Statistics)

Average earnings of production workers in Manufacturing during the survey week, including overtime, paid vacation, and sick leave.

Average Weekly Wage (Quarterly Census Employment and Wages)

Total wages paid by employers divided by average employment and further divided by the number of weeks in the reference period.

Benchmark

The process of adjusting statistics as more complete data becomes available. Estimates are calculated using a sample of the total count. Therefore, benchmarking allows for correction of estimating errors. This periodic adjustment is a *benchmark revision*. The point-in-time for the availability of more complete data

is the *benchmark date*. Data series are commonly referenced by their benchmark date, e.g., "data based on a March 2004 benchmark."

Bureau of Labor Statistics (BLS)

The U.S. government's principal data-gathering agency in the field of labor economics. The agency collects and analyzes data on manpower and labor requirements, the labor force, employment and unemployment, hours of work, wages and other compensation, prices, living conditions, labor-management relations, productivity, technological developments, occupational safety and health, etc.

Business Cycle

A pattern of fluctuation in the economy characterized by alternate expansion and contraction.

Civilian Noninstitutional Population

The portion of the population age sixteen and older, excluding members of the armed forces and those institutionalized.

Claimant

An individual who has filed a request for determination of unemployment benefit eligibility.

Consumer Price Index (CPI)

An index used to measure changes in the cost of a market basket of selected goods and services. Often the reference for cost of living adjustments in wages.

Continued Weeks Claimed

A request for payment of benefits for a week of unemployment after the week has occurred. A claimant cannot file for a week of unemployment until that week has passed.

Core Based Statistical Area (CBSA)

A geographic entity associated with at least one core of 10,000 or more population, plus adjacent territory that has a high degree of social and economic integration with the core

as measured by commuting patterns. Furthermore, CBSAs are defined into Metropolitan Statistical Areas and Micropolitan Statistical Areas. CBSAs are based on population and commuting patterns from the 2000 U.S. Decennial Census.

Covered Employment

The number of employees covered by New Hampshire's unemployment insurance laws.

Current Employment Statistics (CES)

Estimates of nonfarm wage and salary employment and production workers' hours and earnings by industry. The estimates are produced monthly in cooperation with the Bureau of Labor Statistics as part of a nationwide program for each state and metropolitan statistical area (MSA) from a sample of employing establishments.

Current Population Survey (CPS)

A household survey conducted monthly by the Bureau of the Census for the Bureau of Labor Statistics.

Discouraged Worker

People who want to work but have made no attempt to find work in the last four weeks because they felt they could not find work or they feel they lack the skills needed to compete for a job. Discouraged workers are not counted among the unemployed or as part of the labor force.

Durable Goods

Items with a normal life expectancy of three or more years. Expenditures for durable goods are generally postponable. Consequently, durable goods sales are the most volatile component of consumer expenditures. Common examples of durable goods items are automobiles, furniture, household appliances, and electronics.

Econometric Model

A set of related equations used to analyze economic data through mathematical and statistical techniques.

Economic Indicators

A statistical series that has accurately

represented changes in economic conditions. There are three major groups of economic indicators that demonstrate a consistent relationship to the timing of general business fluctuations – leading, coincident, and lagging.

Leading indicators: Signal in advance a change in the basic pattern of economic performance. Examples are average weekly hours for Manufacturing, average weekly initial claims for unemployment insurance, new private building permits, and common stock prices. These indicators move ahead of turns in the business cycle. For this reason, they provide significant clues to future shifts in the general direction of business activity.

Coincident indicators: Measure current economic performance. Their movements coincide roughly with total economic activity. Employees on nonagricultural payroll, industrial production, and manufacturing and trade sales are examples.

Lagging indicators: Move up or down after general business activity has altered its course. Examples are average duration of unemployment, average prime rate, and consumer price index for services.

Employed Persons

Those individuals who are 16 years of age and over who: (1) worked for pay any time during the week which includes the 12th day of the month; (2) worked unpaid for 15 hours or more in a family-owned business; or (3) were temporarily absent from their jobs due to illness, bad weather, vacation, labor dispute, or personal reasons. Excluded are persons whose only activity consists of work around the house and volunteer work for religious, charitable, and similar organizations.

Establishments

An economic unit that produces goods or services. It is generally a single location and engages in one type of economic activity. Examples are stores, factories, farms, etc.

Full-Time Employment

By Bureau of Labor Statistics' definition this is employees working more than 35 hours a week.

Gross Domestic Product (GDP)

The market value of all final goods and services produced by resources located in the United States, regardless of ownership.

Gross National Product (GNP)

The market value of all final goods and services produced, with United States residents supplying the labor and property.

Gross State Product (GSP)

The market value of all final goods and services produced by resources located in a state, regardless of ownership.

High Tech Industries

An official high tech definition under NAICS has not been established by BLS. A list of high tech industries under NAICS has though been developed by the Office of Technology Policy, Department of Commerce. The Office of Technology Policy attempted to convert the existing BLS high technology list of SIC codes into NAICS codes. Under SIC, industries are considered high tech if employment in both research and development (R&D) occupations and in all technology-oriented occupations account for a proportion of employment that was at least twice the average for all industries in the Occupational Employment Statistics survey.

Hispanic

Persons who identify themselves as Mexican, Puerto Rican, Cuban, Central or South American, or of other Hispanic origin or descent. In U.S. Census data, persons of Hispanic origin may be of any race.

Index Number

A measure of the relative changes occurring in a series of values compared with a base period. The base period usually equals 100, and any variations from it represent percentages of change. By use of an index number, volumes of data can be combined and weighted into one number relative to the base value.

Industry

A general term for a distinct group of economic enterprises, classified by their primary activity.

Initial Claim

A claim for unemployment benefits filed (1) to request a determination of entitlement to and eligibility for compensation, or (2) to begin a second or subsequent period of unemployment benefits within a benefit year after intervening employment.

Job Bank

A computerized system which provides rapid dissemination of job orders throughout a network of employment service local offices. New Hampshire's job bank is called the Automatic Job Match System.

Labor Force

That portion of the civilian noninstitutional population age sixteen and older which is employed or unemployed and actively seeking employment.

Labor Force Participation Rate

The percentage of the civilian noninstitutional population age sixteen or older that is working or looking for work.

Labor Market Area (LMA)

A Labor Market Area is an economically integrated region within which workers may readily change jobs without changing place of residence.

Labor Market/Workforce Information

Data on a broad range of topics including labor force, employment by industry and occupation, unemployment, population, earnings, wages, and hours worked.

Labor Surplus Area

A civil jurisdiction with an average unemployment rate during the two previous calendar years at least twenty percent above the unemployment rate for the U.S. and Puerto Rico during the same two year period.

Location Quotient

Measures an area's industry or occupation concentration relative to a larger area.

Mass Layoff Statistics (MLS)

The MLS program identifies mass layoffs and plant closings which continue for more than thirty days and affect more than 50 workers from a single firm.

Mean (average)

Obtained by adding all the observed values together and dividing by the total number of observed values.

Median

The midpoint in a series of numbers ranked from lowest to highest. The median is not influenced by extreme values in the group.

Minimum Wage

Under federal law, the lowest hourly wage allowed. In New Hampshire the minimum wage is \$5.15 as of 1997. This is the same as the Federal Government's minimum wage. There are exceptions to this law. Examples are tipped employees and employees under 16 years of age.

Minority

Generally a person identified as a member of a race other than Caucasian and/or a person of Hispanic origin.

New England City and Town Areas (NECTA)

Core Based Statistical Areas specifically defined to the New England States. These areas are divided into Metropolitan and Micropolitan NECTAs. A Metropolitan NECTA is based on urbanized areas of 50,000 or more population and a Micropolitan NECTA is based on a population of 10,000 to 50,000. A NECTA Division has a population of at least 100,000 and is a sub-division of a large Metropolitan NECTA, which has a population of at least 2.5 million. The NECTA definition is based on population and commuting patterns from the 2000 U.S. Decennial Census.

Nominal

Economic values expressed in current prices. A general increase in prices will cause nominal prices to rise even if there is no real change in the value (see real).

Nondurable Goods

Items that generally last for less than three years. Nondurable goods items are generally

purchased when needed. Common examples of nondurable goods items are food, beverages, apparel, gasoline, etc.

Nonfarm Employment (CES program)

Estimated number of persons employed by place of work, during the week including the 12th. It does not include the self-employed, unpaid family workers, or agricultural workers. It does, however, include many of those omitted from covered employment. This is a consistent economic time series allowing comparisons of different labor markets over an extended period of time.

North American Industry Classification System (NAICS)

A structure in which an establishment is assigned a six-digit code according to its primary economic activity.

Occupation

Refers to the unique set of tasks, skills, and abilities associated with a worker performing a certain job.

Occupational Employment Statistics (OES)

A program which produces occupational employment and wage data in major industries. Products of these data include projections by occupation for use by educators and other occupational planners.

Occupational Staffing Patterns

Describes an industry in terms of its occupational distribution. For example, an occupational staffing pattern for the electrical machinery industry would indicate how many of the workers in the industry were employed as electrical engineers, electronics technicians, assemblers, etc.

Occupational Information Network (O*NET)

An on-line database that enables the user to match skills, interests, and abilities to work activities and context, or vice versa.

Part-Time Employment

By Bureau of Labor Statistics' definition this is employees working fewer than 35 hours a week.

Personal Income

The current income received by all residents from all sources, including wages and salary disbursements, other labor income, proprietors' income, rental income, interest, dividends, and transfer payments less personal contributions for social insurance.

Sample

A finite part of a statistical population chosen to be representative of the whole population. The properties of the sample are studied to gain information about the whole population.

Sampling Error

An error arising because it is not statistically possible, short of a 100 percent universe, to select a sample that corresponds perfectly to the population from which it is selected. As the size of a sample increases, the magnitude of the sampling error decreases. Sampling errors differ from other kinds of statistical errors in that they occur at random and are unbiased. Non-sampling errors, on the other hand, are errors that can be attributed to mistakes in data collection, tabulation, analysis, etc.

Seasonal Adjustments

Sometimes monthly data is adjusted to minimize the changes in any time series which result from normal annual occurrences such as Christmas, summer vacations, and weather patterns. Unemployment estimates, for example, are for both the state and the nation and are given as both seasonally adjusted and not seasonally adjusted.

Shift-Share

This technique attempts to account for differences between a given industry's local growth rate and the reference region's growth rate that results in the shift of that industry's employment into or out of a region.

Standard Occupational Classification (SOC) Codes

A system for classifying all occupations in the economy, including private, public, and military occupations.

Unemployed

Persons who are not working but are ready, willing, and able to work and have been engaged in a job-seeking activity in the last four weeks.

Unemployment Rate

The number of unemployed persons divided by the total number in the labor force, expressed as a percent.

Workforce/Labor Market Information

Data on a broad range of topics including labor force, employment by industry and occupation, unemployment, population, earnings, wages, and hours worked.

Local Offices of NH Employment Security

An Additional Resource for Workforce & Career Information

Berlin

151 Pleasant Street
PO Box 159
Berlin, New Hampshire 03570-0159
Phone (603) 752-5500
Fax (603) 752-5536
E-mail: mark.j.belanger@nhes.nh.gov

Claremont

Washington Street
PO Box 180
Claremont, New Hampshire 03743-2261
Phone (603) 543-3111
Fax (603) 543-3113
E-mail: thomas.d.norris@nhes.nh.gov

Concord

10 West Street
PO Box 1140
Concord, New Hampshire 03301-1140
Phone (603) 228-4100
Fax (603) 229-4353
E-mail: michael.a.walden@nhes.nh.gov

Conway

518 White Mountain Highway
Conway, New Hampshire 03818-4205
Phone (603) 447-5924
Fax (603) 447-5985
E-mail: kathy.g.howard@nhes.nh.gov

Keene

109 Key Road
Keene, New Hampshire 03431-3926
Phone (603) 352-1904
Fax (603) 352-1906
E-mail: joel.slutsky@nhes.nh.gov

Laconia

426 Union Avenue Suite 3
Laconia, New Hampshire 03246-2894
Phone (603) 524-3960
Fax (603) 524-3963
E-mail: pamela.r.szacik@nhes.nh.gov

Lebanon

85 Mechanic Street
Lebanon, New Hampshire 03766-1506
Phone (603) 448-6340
Fax (603) 448-6342
E-mail: arthur.w.mcallister@nhes.nh.gov

Littleton

646 Union Street Suite 100
Littleton, New Hampshire 03561-5314
Phone (603) 444-2971
Fax (603) 444-6245
E-mail: kathy.g.howard@nhes.nh.gov

Manchester

300 Hanover Street
Manchester, New Hampshire 03104-4957
Phone (603) 627-7841
Fax (603) 627-7982
E-mail: leanne.h.topolosky@nhes.nh.gov

Nashua

6 Townsend West
Nashua, New Hampshire 03063-1217
Phone (603) 882-5177
Fax (603) 882-7955
E-mail: christine.e.nelson@nhes.nh.gov

Portsmouth

2000 Lafayette Road
Portsmouth, New Hampshire 03801-5673
Phone (603) 436-3702
Fax (603) 436-3754
E-mail: francis.i.morrissey@nhes.nh.gov

Salem

29 South Broadway
Salem, New Hampshire 03079-3026
Phone (603) 893-9185
Fax (603) 893-9212
E-mail: cynthia.j.peterson@nhes.nh.gov

Somersworth


243 Route 108
Somersworth, New Hampshire 03878
Phone (603) 742-3600
Fax (603) 749-7515
E-mail: marianne.r.rechy@nhes.nh.gov

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Bedford, NH 03110
(603) 472-3023


Manchester City Library 
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Manchester, NH 03104
(603) 624-6550

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17 High Street
Plymouth, NH 03264
(603) 535-2258


Concord Public Library
45 Green Street
Concord, NH 03301
(603) 225-8670

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Nashua, NH 03060
(603) 594-3412


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Portsmouth, NH 03801
(603) 427-1540


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6025 Baker Library
Hanover, NH 03755
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28 Bridge Street
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Geisel Library
100 St. Anselm Drive
Manchester, NH 03102
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108 Broad Street
Claremont, NH 03743
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Supreme Court Building
1 Noble Drive
Concord, NH 03301
(603) 271-3777

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University
Shapiro Library** 
2500 North River Road
Manchester, NH 03106
(603) 668-2211

**Keene State College
W. E. Mason Library**
229 Main Street
Keene, NH 03435
(603) 358-2711

**New Hampshire
Community
Technical College**
Fortier Library
2020 Riverside Road
Berlin, NH 03570
(603) 752-1113


**University of
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Ezekiel W. Dimond Library** 
18 Library Way
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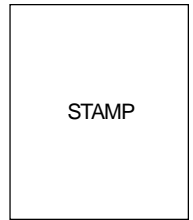
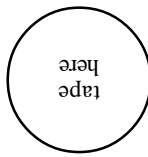
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E-mail: elmi@nhes.nh.gov



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New Hampshire Employment Security
32 South Main Street
Concord NH 03301-4857**