New Hampshire Workforce & Career Information
USER'S GUIDE

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ELMIB Web Site

New Hampshire Employment Security's Economic and Labor Market Information Bureau (ELMIB) and like units in state employment security agencies nationwide gather data on employment and wages in their states from employers covered by unemployment compensation. State employment security agencies and the U.S. Census Bureau also use surveys of employers and of households to gather sample data about LMI components such as employment, earnings and hours, occupations by industry, and labor force status.

The following programs are available from the home page of the ELMI website:

GraniteStats
https://www2.nhes.nh.gov/GraniteStats/index.jsp

This web site contains a large variety of workforce and career related information for New Hampshire, such as unemployment rates, employment and wages by industry and occupation, income, census demographics, and education or training programs. GraniteStats includes data from various geographic area types, including counties, in-state and cross-state labor market areas, planning regions, and the nation. One feature of GraniteStats is a listing of New Hampshire business and government entity names, addresses, and telephone numbers. (The database of U.S. businesses is provided in conjunction with the US Department of Labor and Infogroup, Inc.)

NH Works Job Match System
https://nhworksjobmatch.nhes.nh.gov/vosnet/default.aspx

NH Works Job Match System (JMS) is an application that identifies educational programs eligible for funding under the Workforce Innovation and Opportunity Act (WIOA). The Performance Accountability and Customer Information Agency (PACIA) within the Economic and Labor Market Information Bureau administer JMS. Through JMS, training and education providers enter information about their programs, and apply for WIOA eligibility. The system includes information about program completers, with the goal of helping customers to make informed decisions about selecting education or training programs. JMS allows job seekers to conduct a job search using Internet spider technology to view jobs posted by employers and match skills to positions posted on national job boards and private industry web sites. The JMS features a résumé and letter builder to generate a new résumé to be sent to employers. Job seekers can also explore the regional labor market for information such as the average weekly earnings for a position or the fastest growing occupations.

New Hampshire Affirmative Action

www.nhes.nh.gov/elmi/statistics/affact-data.htm

The Registered Job Seekers statistical tables include occupational data on active applicants by gender, age, and minority status. The Population Statistics tables include data from the U.S. Census on population, labor force, and employment status by gender and minority status. These data are designed to be used in preparing affirmative action programs.

Business Employment Dynamics (BED)

www.nhes.nh.gov/elmi/products/bed.htm

The Economic and Labor Market Information Bureau publishes Business Employment Dynamics (BED) statistics for New Hampshire, in cooperation with the U.S. Bureau of Labor Statistics (BLS). These statistics are released quarterly. They contain information on quarterly gross job gains and gross job losses. Gross job gains and gross job losses reveal aspects of business dynamics that underlie the net employment changes that are reported in monthly nonfarm estimates and in quarterly covered employment and wages (QCEW) data. New data are available nine months after the completion of each quarter.

Commuting Patterns

www.nhes.nh.gov/elmi/statistics/comm-pat.htm

These fact sheets on commuting patterns are based on Journey to Work data, a compilation of data from the U.S. Census Bureau's American Community Survey (ACS) 5-Year Estimates describing the flow of workers traveling from home to work. Fact sheets are available for multiple geographic areas within New Hampshire, such as statewide and counties.

Consumer Price Index (CPI)

www.nhes.nh.gov/elmi/statistics/cpi-data.htm

The Consumer Price Index is a price index constructed monthly by the U.S. Bureau of Labor Statistics that provides a statistical measure of the average change in prices of a fixed market basket of goods and services for the Northeast Region. The CPI is frequently called a cost-of-living index; however, it is not a complete cost-of-living measure.

Current Employment Statistics (CES)

www.nhes.nh.gov/elmi/statistics/ces-data.htm

Current Employment Statistics (CES) are monthly estimates of employment, hours, and earnings for persons on nonfarm payrolls based on a sample survey of employing establishments. CES estimates are also known as "nonfarm" because farming employment is excluded from the estimates. New Hampshire data, combined with that of other states, is used to measure national economic trends. Government and financial institutions, as well as the media, use CES estimates in their analysis of the economy.

CES estimates include the current number of jobs in nonfarm employment as well as estimates of average weekly hours, average weekly earnings, and average hourly earnings. Estimates are produced for the state and for the larger metropolitan areas in New Hampshire.

The data produced by the CES program are published monthly in *New Hampshire Economic Conditions*; a detailed monthly analysis of industry employment data is also available.

Quarterly Census of Employment and Wages (QCEW)

www.nhes.nh.gov/elmi/statistics/qcew-data.htm

As part of the Unemployment Insurance compensation system, New Hampshire Employment Security (NHES) collects quarterly data on the number of people employed and total wages paid from those employers subject to the Unemployment Insurance law. These data are called the Quarterly Census of Employment and Wages (QCEW) but are often referred to as "covered employment," as the data represent workers who are covered by unemployment insurance. Nationwide, the QCEW data include about 97 percent of all nonfarm employment and nearly all (99.7 percent) wage and salary civilian employment. QCEW data from all states combined are used to identify regional and national economic trends, and conduct performance analysis. 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 for the National Income and Product Accounts, Gross Domestic Product, and Personal Income and Outlays.

QCEW data are compiled by geographic location, industry (NAICS), and ownership (public vs. private). This facilitates tracking employment history and economic growth by location and industry — important information in economic development efforts. Data are published approximately two quarters, or six months, after the end of the reference quarter. This lag is due to quarterly reporting and data processing time.

Additional data sets produced from this program data include:

- **High Tech Employment and Wages**
  www.nhes.nh.gov/elmi/statistics/high-tech.htm
  The latest definition of high tech employment from the Bureau of Labor Statistics (BLS), released in 2005, is based on the concentration of science, engineering, and technician occupations in an industry.

- **Firms by Size**
  www.nhes.nh.gov/elmi/statistics/fbs.htm
  Firms by size data count the number of employing entities in New Hampshire by the number of employees in March of each year. The data tables include employment, wages paid, and average weekly wages for the state, its ten counties, and four largest cities.

Employment Projections by Industry and Occupation

www.nhes.nh.gov/elmi/products/proj.htm

ELMIB prepares both long-term and short-term projections of employment for 110 industries and over 700 occupations. Projected growth rates and employment change for industries and occupations are available. Occupational data include projected average annual new job growth and replacement openings, along with requirements for entry-level education, work experience, and on-the-job training required to gain competence in the occupation.

Long-term projections are released every two years and cover a ten-year time frame. These projections are driven by structural changes in the economy, along with changes in population and demographics. Long-term 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 usually prepared twice each year and cover an eight-quarter time frame. 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.

Publications produced by this program include:

- **New Hampshire Employment Projections by Industry and Occupation**
  Both short- and long-term employment projection estimates are available by industry and occupation, and occupational projections include expected annual job openings for both growth and replacement needs.
- **New Hampshire Job Outlook and Locator: Occupations by Industry**
  www.nhes.nh.gov/elmi/products/proj.htm#joboutlookindustry
  This guide provides an employment outlook, entry-level educational requirements, and wages for occupations. Data on the share of workers by industry allow users to 'locate' the best industry for prospective employment.

Local Area Unemployment Statistics (LAUS)

www.nhes.nh.gov/elmi/statistics/laus-data.htm

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 and 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. These data are used by businesses, planners, researchers, other government agencies, and the general public. LAUS estimates are also used to identify Labor Surplus Areas and Areas of Substantial Unemployment. Employers located in Labor Surplus Areas may be given preference in bidding on federal contracts to advance economic development into areas of greatest need.

Additional data series produced by the program include:

Alternative Measure of Labor Underutilization

www.nhes.nh.gov/elmi/statistics/alt-measures.htm

The U.S. Bureau of Labor Statistics provides estimates for six measures of labor underutilization based on results of the Current Population Survey. These measures were developed to provide data users with two measures that are more narrowly defined and three measures that are more broadly defined than the official unemployment rate. The most restrictive measure indicates the percentage of the labor force that have been unemployed for fifteen weeks or longer, while the next most restrictive measure indicates the percentage of the labor force that are job losers. More broadly defined measures first add discouraged workers to the estimate; and then add those who would like a job, but are neither currently looking nor discouraged. The most broadly defined measure adds those persons who work part-time, but want and are available for full-time work to the underutilized labor estimate.

Mass Layoff Statistics (MLS)

www.nhes.nh.gov/elmi/statistics/documents/mls-2012.pdf

MLS is a state program which uses a standardized approach to identify, describe, and track the effects of major job cutbacks. Information is collected for establishments which have at least 25 initial claims for unemployment insurance (UI) filed against them during a consecutive five-week period to determine the duration, total number of persons separated, the reasons for these separations, and recall expectations. This information is used to analyze economic trends and to aid in the development of programs that may benefit those workers who are displaced from their employment.

Data and Statistics

Occupational Employment Statistics (OES)

www.nhes.nh.gov/elmi/products/oes-prod.htm

The Occupational Employment Statistics (OES) program is responsible for developing employment and wage estimates by occupation, including the mean, median, entry and experienced level hourly wages 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. These estimates are based on a semi-annual survey of New Hampshire's employers. Employers report the number of workers by occupation, and hourly earnings or annual salary.

OES employment estimates are the basis for occupational projections in New Hampshire. Job seekers, employers, administrative planners, educational specialists, and economic developers also use this employment and wage data. Occupational employment and wage data are available online for New Hampshire statewide, counties, and 16 sub-state areas. A Dictionary of Occupations is also available.

Publication produced by this program include:

- **New Hampshire Occupational Employment and Wages** reference book. This provides wage and employment data available for occupations statewide and for 16 wage areas. Data tables include estimated employment, entry level wage, mean wage, median wage, and experienced wage which have been adjusted for inflation.

Pay Equity – Occupational Wages by Gender in New Hampshire

www.nhes.nh.gov/elmi/statistics/pay-equity.htm

Data tables of occupational wages by gender were prepared to comply with NH RSA 275:41-c Pay Equity Information, which requires that information about compensation differentials be made available to assist the public in understanding any differentials.

Population

www.nhes.nh.gov/elmi/statistics/population.htm

This web page provides information on the demographics of New Hampshire's population, such as age, gender, race or ethnicity, and educational attainment derived from U.S. Census Bureau population statistics, including the decennial Census, annual population estimates, and the American Community Survey (ACS).

Administrative Reporting — Unemployment Insurance Claims Data

www.nhes.nh.gov/elmi/statistics/claims-data.htm

The Administrative Reporting Unit reports unemployment insurance claims data including 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.

Publications produced by this program include:

- **New Hampshire Unemployment Insurance Historical Data**
  www.nhes.nh.gov/elmi/statistics/claims-data.htm
- Statistical data, charts, and narrative illustrates changes in the UI program over time.

Research Unit

The Research Unit is a resource for a wide variety of workforce and career information. It acts as a clearinghouse, packaging information into products that meet consumer needs. The unit's staff is responsible for broad knowledge of the workforce and career information produced in ELMIB and in other State and Federal agencies. The unit 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 the economic development community, other government agencies, the media, and employers.

Surveys of Benefits Offered by New Hampshire Employers

www.nhes.nh.gov/elmi/products/bensurv.htm

ELMIB has conducted several surveys on employee benefits offered by businesses with New Hampshire workers. This information provides employers the opportunity to compare their benefits package with comparable firms, such as firms of similar size. In addition, New Hampshire workers and job seekers can use the results to identify the types of benefits offered by New Hampshire employers.

New Hampshire Community Profiles

www.nhes.nh.gov/elmi/products/cp/index.htm

New Hampshire Community Profiles provides information on the 234 incorporated cities and towns in the State of New Hampshire. Data presented here comes from a variety of sources, including a community survey, published reports from state agencies, and the U.S. Census Bureau's American Community Survey Five-Year Estimates. The profiles include data on demographics, municipal services, housing, employment, educational facilities, transportation access, recreational facilities, and more.

Economic Analysis Reports

www.nhes.nh.gov/elmi/products/ear.htm

Produced annually, economic analysis reports provide a summary of changes in economic indicators over the year. These reports are intended to inform workforce development policy and investment decisions by the Governor, the legislature, the New Hampshire state workforce investment board, local workforce investment advisory groups, and workforce development partners, including community colleges, and economic development organizations. The information is also useful to anyone who has a stake in the New Hampshire economy.

New Hampshire Economic Conditions

www.nhes.nh.gov/elmi/products/ec.htm

A monthly publication, Economic Conditions highlights economic developments affecting the state. The publication includes monthly labor market data such as:

- seasonally adjusted and not seasonally adjusted labor force
- nonfarm wage and salary employment estimates
- unemployment compensation claims data
- U.S. Consumer Price Index

EB-5 Immigrant Investor Program

www.nhes.nh.gov/elmi/products/eb5-program.htm

The U.S. Citizenship and Immigration Services (USCIS) administers the Immigrant Investor Program, also known as "EB-5," which was created by Congress in an effort to stimulate the U.S. economy through job creation and capital investment by foreign investors. All EB-5 investors must invest in a commercial enterprise, which creates or preserves at least 10 full-time jobs for qualifying U.S. workers within two years of the immigrant investor's admission to the United States as a Conditional Permanent Resident.

Green Jobs Projects

www.nhes.nh.gov/elmi/products/green-job-projects.htm

These reports provide a summary of the work completed by New Hampshire and the Northeast Consortium under a Labor Market Information Improvement Grant, awarded by the U.S. Department of Labor's Employment and Training Administration. The reports assess various aspects of the green economy, including New Hampshire's definition of the green economy, use of real-time (online job postings) data to identify green jobs, analysis of "greening" in the Manufacturing, Construction, and Transportation industries, and more.

Licensed, Certified, and Registered Occupations in New Hampshire

www.nhes.nh.gov/elmi/products/licertocc/index.htm

Licensed, Certified, and Registered Occupations in New Hampshire provides information about occupational licenses, certifications, or registrations issued by New Hampshire state boards, commissions, and departments. This handbook is the only compilation of information on occupational licensing in New Hampshire, but was not designed to replace detailed information available from regulatory authorities.

LMI Tools for Business

www.nhes.nh.gov/elmi/products/lmi-tools-for-business.htm

LMI Tools for Business has answers to questions about what ELMI can do for business owners, where to find the answers on the ELMI web site, and how to put these resources to work.

Other Publications

www.nhes.nh.gov/elmi/products/topical-reports-papers.htm

- Economic Impact Scenarios (REMI Model): The REMI economic analytical model allows assessment of economic events. These may be actual events, such as the possible closure of the Portsmouth Naval Shipyard, or counterfactual events, which are scenarios in which economic impacts are determined by removing an industry from a previously established baseline.
- Occupation and Industry Exploration: These papers are in-depth examinations of occupations or industries, and the roles they play in the New Hampshire economy.
- Veterans in New Hampshire: A compilation of data about New Hampshire's veteran population, updated annually.

Vital Signs: Economic and Social Indicators for New Hampshire

www.nhes.nh.gov/elmi/products/vs.htm

Vital Signs provides a review of New Hampshire's economic and social indicators, and is designed to present, in a concise manner, many significant aspects of the state's economic, social, and environmental structure. Five years of data are reported, when available, in order to depict recent trends. The data items are shown in separate chapters according to subject topic. Each subject topic includes tables with the most recent updated related data. Additional analysis is also listed where available.

Data are drawn from published reports or unpublished records of many state and federal government agencies and private organizations. Attention should be paid to notations included with the line titles about data size and time intervals used.

Real-Time Labor Market Information

www.nhes.nh.gov/elmi/products/real-time.htm

Real–time labor market information, derived from online job postings, is so named because the information is updated on a daily basis. In comparison, "traditional" labor market information lags from a month to a year or more, depending on the data and its source. Details included in online job postings can provide information such as the type of jobs employers are most frequently seeking or the skills currently requested by employers. Details extracted from online job postings provide insight into the skills that employers are currently seeking in job candidates.

Online job posting analyses include nursing and related occupations, computer and information technology occupations, and truck driving and related occupations.

Longitudinal Employer-Household Dynamics (LEHD)

lehd.ces.census.gov/index.html

The Longitudinal Employer-Household Dynamics (LEHD) program is part of the Center for Economic Studies at the U.S. Census Bureau. The LEHD program produces new, cost effective, public-use information combining federal, state and Census Bureau data on employers and employees under the Local Employment Dynamics (LED) Partnership.

Under the LED Partnership, states agree to share Unemployment Insurance earnings data and the Quarterly Census of Employment and Wages (QCEW) data with the Census Bureau. The LEHD program combines these administrative data, additional administrative data and data from censuses and surveys. From these data, the program creates statistics on employment, earnings, and job flows at detailed levels of geography and industry and for different demographic groups. In addition, the LEHD program uses these data to create partially synthetic data on workers' residential patterns.

Data and tools produced by the LED program include:

Quarterly Workforce Indicators (QWI)

http://qwiexplorer.ces.census.gov/#x=0&g=0

Quarterly Workforce Indicators (QWI) are a set of economic indicators including employment, job creation, earnings, and other measures of employment flows. QWI Explorer is a web-based analysis tool that enables comprehensive access to the full depth and breadth of the Quarterly Workforce Indicators (QWI) dataset. Through charts and interactive tables, users can compare, rank and aggregate QWIs across time, geography, and/or firm and worker characteristics on the fly.

Products and Publications

Local Employment Dynamics (LED) Extract Tool

http://ledextract.ces.census.gov/

LED integrates existing data from state-supplied administrative records on workers and employers with existing censuses, surveys, and other administrative records to create a longitudinal data system on U.S. employment. State-of-the-art methods to protect the confidentiality of the original respondents allow LED to release data for local and regional areas beyond traditional boundaries for public use on the Internet. The LED Extraction Tool provides easy access to the raw data products produced through the Local Employment Dynamics (LED) Partnership. This tool makes the entire Quarterly Workforce Indicators (QWI) dataset available through a simple query-building interface.

OnTheMap

http://onthemap.ces.census.gov

OnTheMap is an online mapping and reporting application showing where workers are employed and where they live with companion reports on worker characteristics and optional filtering by age, earnings, or industry groups. It provides an easy-to-use interface for creating, viewing, printing and downloading workforce related maps, profiles, and underlying data.

Career Resources

www.nhes.nh.gov/elmi/career/

For new labor force entrants, those thinking about school, someone who has lost a job, or someone just looking for a new job, career and labor market information are of great value in making an informed career decision. A provider of career resources, ELMIB develops and distributes a variety of information on education, jobs, occupations, and careers. These tools and products can help with identifying jobs that will be of interest to an individual, education and skills that might be needed, occupations with the best employment prospects, or wage rates. Available career information includes:

- Apprenticeships
- Career Exploration Web Sites
- Career Planning Guide
- Career Exploration by Occupational Clusters
- Career Exploration by Holland Interest Profile
- Employment Projections, Job Outlook and Locator
- Job Notes
- Licensed, Certified, and Registered Occupations
- Occupational Employment and Wages (OES)
- Science, Technology, Engineering, and Mathematics (STEM) Careers
- Top Career Prospects

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 employed or unemployed. The labor force is the sum of the employed plus the unemployed, and the unemployment rate is the number unemployed divided by the number in the labor force.

People are considered employed if they work at least one hour for pay or at their own business at any time during the week including 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; and
- 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.

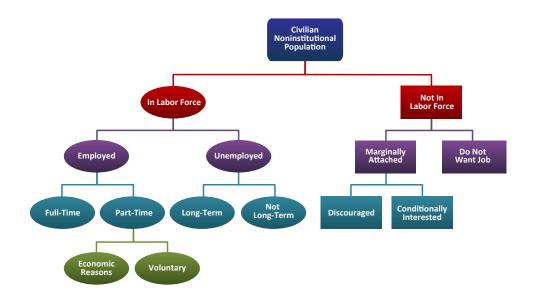Unemployed people can be divided into four groups:
- Job losers, who have been terminated involuntarily or laid off and are seeking work;
- Job leavers, who voluntarily left a job and immediately began looking for work;
- Reentrants, who previously worked then left the labor force, but now have begun to look for work again; or
- New entrants, who have never worked at a job but are now seeking employment.

The primary factor in determining whom to count as unemployed is that the person be 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 are 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 do want a job but have not searched for one recently, also known as marginally attached workers. Those who do not want a job might be students who are not employed or seeking employment; those who stay home out of choice or necessity; or those who, for a variety of reasons, have no interest in working. Those who want a job include discouraged workers who want a job but have given up searching; and conditionally interested workers, who are available for work but are not looking for work due to some reason other than discouragement.

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 current labor market areas were delineated after the 2010 Census. Note that historical data published prior to this designation are not comparable.

Who is responsible for designating these areas?

The federal Office of Management and Budget (OMB) reviews the commuting patterns and economic dependence between counties. According to OMB, a Core Based Statistical Area (CBSA) is a statistical geographic entity consisting of a county associated with at least one core (urbanized area or urban cluster) and having a population of at least 10,000. 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 are also defined using cities and towns or groups of cities and towns rather than counties, and are identified as New England City and Town Areas, or NECTA.

New England City and Town Areas (NECTA)

NECTA are delineated using the same criteria as used to identify a statistical area as a metropolitan division, a metropolitan area, or a micropolitan area elsewhere in the country. Statistical areas are determined by combining both population data and journey-to-work commuting patterns, and the type of area is defined according to the population size of the core area or urban cluster. New Hampshire includes four different statistical area types: metropolitan statistical areas, metropolitan statistical area divisions, micropolitan statistical areas, and small labor market areas.

Metropolitan NECTA: These areas consist of a core urban area with population of 50,000 or more, plus contiguous cities and towns that have a high degree of social and economic integration with the urban core as measured by commuting patterns. New Hampshire includes all or part of three Metro NECTA.

Metropolitan NECTA Division: A Metropolitan NECTA containing a single core urban area with a population of at least 2.5 million may be subdivided into NECTA Divisions. NECTA Divisions consist of a core urban area plus contiguous MCDs, all of which are included in the larger Metro NECTA, and must have a total population of 100,000 or more. The core urban area of a NECTA Division must have population of 50,000 or more, with the highest rate of out-commuting to any other city or town less than 20 percent. NECTA Divisions function as distinct social, economic, and cultural areas within the larger metropolitan region. New Hampshire includes portions of four NECTA Divisions, all of which are subdivisions of the Boston-Cambridge-Nashua MA-NH Metropolitan NECTA.

Micropolitan NECTA: These areas consist of a core urban area with a population of at least 10,000 (but less than 50,000), plus contiguous cities and towns that have a high degree of social and economic integration with the urban core as measured by commuting patterns. This area type was defined for places that behave similarly to a large metropolitan area, but have a much smaller population. New Hampshire includes all or part of five Micro NECTA.

Labor Market Areas (LMA): These areas do not meet the OMB minimum core population standard of at least 10,000 residents, but are socially and economically integrated regions, as measured by commuting patterns, within which workers can change jobs without changing place of residence. LMA, also known as small labor market areas, are defined independently by the US Department of Labor, Bureau of Labor Statistics with input from state labor market information agencies. New Hampshire includes all or part of 16 LMA.

For more information see the February 2015 Edition of *Economic Conditions* at
www.nhes.nh.gov/elmi/products/documents/ec-0215.pdf

Glossary of Terms

Affirmative Action

A program that became law with the passage of the Equal Employment Opportunity Act of 1972. It requires 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.

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 of 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 of 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 become available. Estimates are calculated using a sample of the total population. 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 2011 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 on active duty, and persons who are institutionalized.

Glossary of Terms

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, in New England, CBSA are defined as MetroNECTA and MicroNECTA. CBSA are based on population and commuting patterns from the 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 MetroNECTA 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 believed that no jobs were available to them or there were no jobs for which they would qualify. 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 years or more. 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

Data that represent 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 production workers, 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 their own house and volunteer work for religious, charitable, and similar organizations.

Establishments

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

Foreign 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.

Full-Time Employment

By Bureau of Labor Statistics' definition, those working 35 or more hours per week are considered full-time workers.

Gross Domestic Product (GDP) by State

A measurement of a state's output; it is the sum of value added from all industries in the state. GDP by state is the state counterpart to the Nation's gross domestic product (GDP).

GDP by state for the nation is a different measure than U.S. GDP for the following reasons: GDP by state excludes and GDP includes the compensation of federal civilian and military personnel stationed abroad and government consumption of fixed capital for military structures located abroad and for military equipment, except office equipment; and GDP by state and GDP have different revision schedules.

Gross Domestic Product (GDP)

The market value of goods and services produced by labor and property in the United States, regardless of nationality; GDP replaced gross national product (GNP) as the primary measure of U.S. production in 1991.

High Tech Industries

High technology occupations are not a standard occupational group, but a mix of occupations from four different job families. According to a 2005 description of high tech employment from BLS, technology-oriented occupations are in the science, engineering and technician fields.

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, who produce similar products or provide similar services. Currently, business activity is defined by the North American Industry Classification System (NAICS).

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 Job Match System (JMS).

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.

Glossary of Terms

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 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 hourly minimum wage is currently equal to the Federal Government's minimum wage. There are exceptions to the minimum wage provisions of the law as stated in the Fair Labor Standards Act. A few examples are tipped employees, employees under 16 years of age, or domestic labor.

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 designated for the New England States. These areas are delineated as either Metropolitan or Micropolitan NECTA. 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 is a sub-division of a large Metropolitan NECTA, one with a population of at least 2.5 million, and has a total population of at least 100,000.

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.

Glossary of Terms

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, and gasoline.

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 taxonomy that groups business establishments into industries based on the primary economic activity. NAICS uses a six-digit code to identify over 1,170 specific industries.

Occupation

A unique set of tasks, skills, and abilities associated with a worker performing a job. Workers performing essentially the same tasks are considered to be in the same occupation, regardless of the employer.

Occupational Employment Statistics (OES)

A semi-annual survey of business establishments that collects employment and wage data for occupations. Products from these data include occupational staffing patterns.

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)

A comprehensive database of worker attributes and job characteristics, providing a common language for defining and describing occupations. This classification system is the replacement for the now outdated Dictionary of Occupational Titles (DOT).

Part-Time Employment

By Bureau of Labor Statistics' definition, those working fewer than 35 hours per week are considered part-time.

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.

Glossary of Terms

Sampling Error

An error arising because it is not statistically possible, short of a census, 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

A process for minimizing the effects of a regular pattern that occurs over the course of a year. Monthly data are adjusted to remove the effects of seasonal events, such as holiday shopping, summer vacations, and typical weather patterns, so that non-seasonal economic changes can be observed.

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

Unemployed

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

Unemployment Rate

The number of unemployed persons divided by the total number of persons 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.

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