

## Module 9

# Planning a Career as a Woman

The module assumes: 1) you are a woman ready to make a career change; 2) you probably have some family responsibilities; 3) you would like to enter or reenter the work force, but are not sure what field would be right for you or who would hire you; 4) you are prepared to undertake further education, but are not sure it will get you where you want to go; and/or 5) you would like help in stepping back to take a clear, objective look at yourself and your options.

### Objective 1

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1. To provide you with the opportunity for self-assessment: to examine your skills, interests, accomplishments, experiences, and motivations.

#### Below Are Activities to Help You Achieve This Objective

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- a. Discuss your situation with a career advisor.
- b. Review Module 3, *Exploring Your Interests, Values, & Skills*, to identify helpful self-assessment activities.
- c. Use Choices Planner ([bridges.com/cpflorida](http://bridges.com/cpflorida)) to learn your transferable skills.

### Objective 2

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2. To locate information sources which will help you create a tentative education career plan.

#### Below Are Activities to Help You Achieve This Objective

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- a. Search Career Key using one of these to locate resources in the Career Center Library.
  - Career & Life Planning → Lifestyles → Dual Career Couples
  - Career & Life Planning → Diverse Populations → Women
  - Education & Training → Diverse Populations → Women
- b. Review or read materials in the Career Center Library relating to women and work:

#### Video-VHS

- *What Does Business Casual for Women Really Mean?* ..... IE A851
- *Working Parents: Balancing Kids and Careers* .....IF1 W6

#### Books

- *Advancing Women in Business – The Catalyst Guide* .....IG4 C3
- *Guide to Style: A Manual for Business and Professional Women* ..... VB M35
- *Highlights of Women’s Earnings in 2003* .....IG4 U5
- *The Mom Economy* .....IG4 W5
- *What Color is Your Parachute* ..... IA B6
- *Why Women Earn Less: How to Make What You’re Really Worth* .....IG4 V3
- *Women in Career & Life Transitions* .....IG4 A5
- *Women in the Labor Force: A Datebook* .....IG4 U75

## Internet Resources

- *9 to 5, National Association of Working Women:*  
**9to5.org**  
This national grassroots organization works towards economic equality.
  - *Business and Professional Women/USA & BPW Foundation:*  
**bpwusa.org**  
This organization serves as an advocate for working women on work-life balance and workplace equity issues. Local organizations provide scholarships and professional development, networking, and political activities.
  - *National Association of Women Business Owners:*  
**nawbo.org**  
This organization represents the interest of women business owners.
  - *U.S. Department of Labor – Find It! By Audience – Women:*  
**dol.gov/dol/audience/aud-women.htm**  
This site provides many links to resources about women in the workforce.
  - *Women Employed Institute:*  
**womenemployed.org**  
This resource serves as an information exchange and action network for women.
  - *Women in Higher Education:*  
**wihe.com**  
This site focuses on leadership, career strategies, gender equity, and harassment of women administrators.
  - *Women in the Workforce – About.com:*  
**careerplanning.about.com/cs/forwomenonly/Women\_in\_the\_Workforce.htm**  
This site contains various articles and links related to issues women face in the workplace.
  - *Women For Hire:*  
**womenforhire.com/**  
This resource provides information on career fairs, online job boards, and career networking for women.
- c. If interested in returning to school, the FSU Center for Professional Development offers workshops for improving technology and writing skills. (850) 644-3801, **learningforlife.fsu.edu/cpd/index.cfm**.
- d. Visit FSU's Office of Financial Aid (UCA 4400) to learn about possible scholarships. (850) 644-4840 , **finaid.fsu.edu**.
- e. Use the Professional Network in SeminoleLink (**career.fsu.edu/connect**) to network with alumni and friends of FSU in career areas that interest you.
- f. Learn about women's organizations for specific professions that interest you using the *National Trade & Professional Associations Directory* VIE N3 (Page 700).

