

# Women in Engineering

## Industry Blueprint of Successful In-House Professional Women's Programs - Supplemental



## Introduction

In 2012, Engineers Australia's Women in Engineering National Committee (WIENC) lead a workshop with a number of successful organisations in regards to developing successful in-house professional women's program and produced a brochure to this effect.

This supplemental is to further assist with developing a business plan for an In-House Professional Women's Program.

We recommend when writing your business case, to strongly indicate:

- Aim to establish an in-house program (with the proposed time frame);
- Proposed activities to be conducted by the in-house program;
- Outcome Indicators to demonstrate how the in-house program has a positive effect on the company;
- Potential Challenges/Risks that board/management will need to factor into their decision; and
- Measures of Success to show how successful the program is going/has gone; and
- Requested budget (including resources and time), matching the proposed activities.



## Creating a Business Case for an In-House Professional Women's Program

Steps for how to create a Business case to start your own 'Professional Women's Program'.

### Step 1: Champion

Every new idea and innovation requires someone with the determination and passion to take the lead to see the project through to success.

Quite often the Champion is the one with the idea and vision.

### Step 2: Support Group

The champion will require a sub-committee to assist in growing the program, topics to discuss and the potential people to include in the group.

### Step 3: Champion from Executive Management

Gain support from executive management early on, to provide drive and to champion initiatives.

### Step 4: Write a Business Case

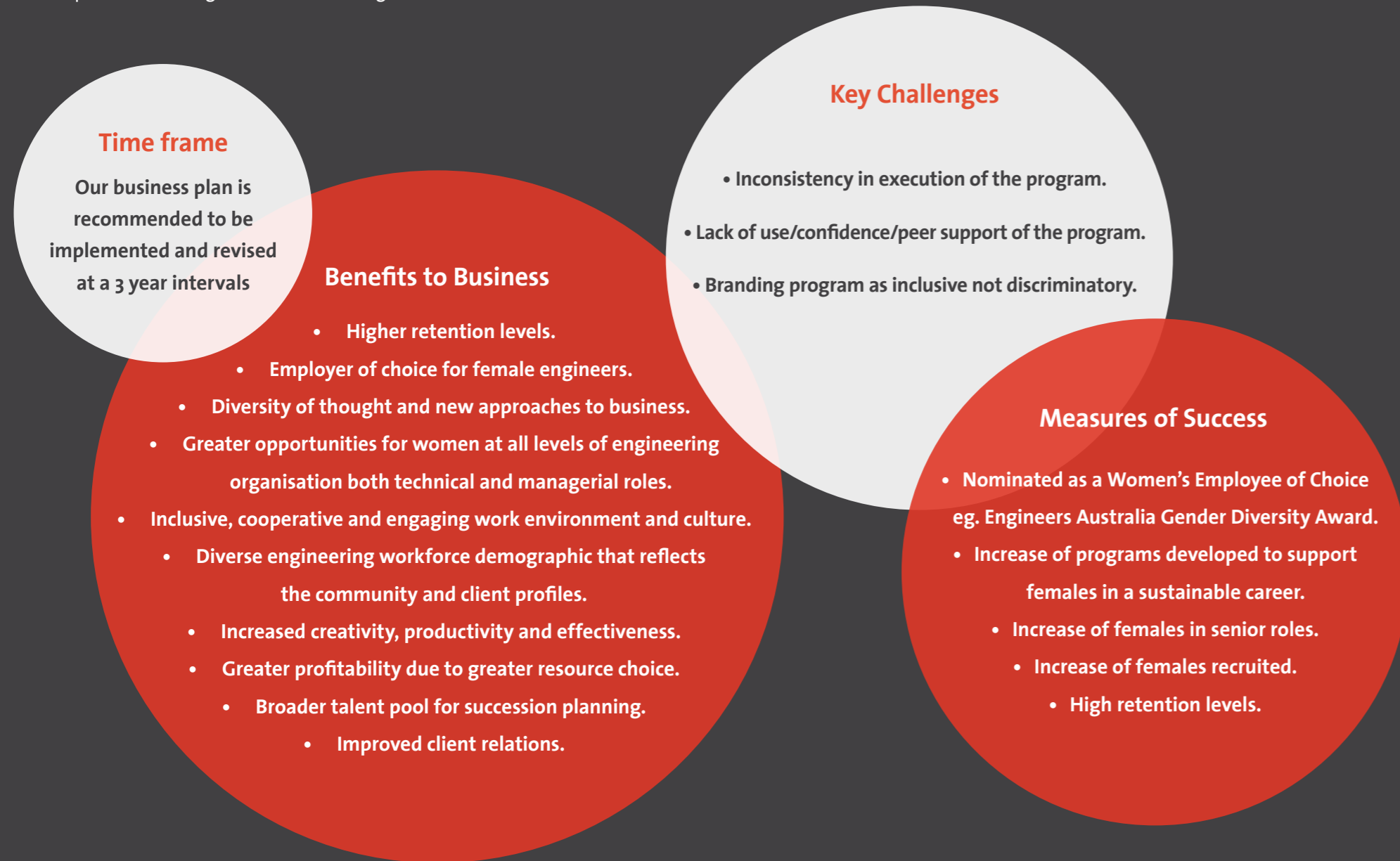
Write a business case proposal to executive management to consider the value of initiating a Professional Women's Program.

### Step 5: Professional Women's Program Committee

Once gained approval from your company for a Professional Women's Program, create a Committee to orchestrate the direction for the Professional Women's Program, including people from Human Resources, Corporate Support, Executive Management, Managers and Team Members from all business areas.

## Business Plan for Our Company to Develop an In-House Professional Women's Program

This is the business support plan to create an In-House Professional Women's Program at Our Company. This program will encourage gender diversity by creating opportunities that attract, retain/support and celebrate women in engineering. Furthermore, this program will highlight that we are open-minded to challenging the status quo of female engineers whilst running 'business as usual'.



## Business Plan for Our Company to Develop an In-House Professional Women's Program

**Strategic Objectives** - What we would like to achieve are:

### To attract women of all ages to engineering career actions include:

- At least one female candidate for all positions
- Assess and adjust pay equality
- Female engineers actively involved in recruitment and hiring
- Female Engineers supporting third party Engineering attraction programs targeting high school and university ladies eg EngTalk, University career expos

### To retain women in engineering through supporting women throughout their professional career:

- Develop flexible work practices, such as part-time, working from home, job-share, compressed work week, self funded leave, leave of absence, etc...
- Promotion of flexible work options

- Mobile working (not office based)
- Develop network program including technical presentations and networking activities
- Mentoring and role models
- Develop professional development program tailored for women including acceleration programs
- Recognition and creation of development opportunities by looking internally for existing skill that can be further developed
- Develop parental leave program
- Assess and adjust pay equity
- One to one meeting with management representative including career development aspect
- Connection and engagement throughout their career including whilst on maternity leave

- Management training and education in diversity and how to manage it.

### To celebrate the achievements of women in engineering and project management:

- Funding hours, travel and accommodation for women speakers to give technical presentations
- Supporting employees to attend and participate in conferences
- Women's network that promotes and develops women leaders throughout the organisation
- Articles in company newsletter and intranet reinforcing positive outcomes and success stories
- Specific publications
- Connection with other similar networks/programs both in Australia and Internationally.

## Budget and Hours Requested

The following table can be adapted to cost the implementation of the program. Make sure to highlight areas where your business is already successful.

Activity	Description	Estimated Budget	Hours	Key Responsible Person
Attract - Requirement Process	Allocation of 3 hours of a female engineer per interview of a female engineer	\$ _____	12 hours (3 x 4 interviews) per month	_____
Attract - Support female engineering attraction programs	Support Third Party female engineering attraction programs such as Engineers Australia, University and School talks	\$ _____	3 hours per month	_____
Retain - Networking program	Program that includes allocation of interstate travel and accommodation for technical presentations and networking activities	\$ _____	1 day per participant	_____
Retain - Professional Development women's training program	Professional development program tailored for women including acceleration programs out sourced	TBD course	10 days (1 day x number people on course)	_____
Diversity quick course for Management	Highlight importance of diversity and idea of program.	\$ _____	1 hr at Management meeting plus 1/2 day preparation time	_____





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