



## EQUAL OPPORTUNITIES FOR WOMEN PROGRAM

## PROGRAMME DE L'ÉGALITÉ D'ACCÈS À L'EMPLOI POUR LA FEMME

1980-81

## Rationale/Explication

The choice of courses in the past has been "soft", concentrating on such subjects as "supervision for women", "Transactional Analysis", etc.

## Objective/Objectif

To encourage attendance on hard job skill courses, so that career development will be useful in preparing employees for jobs.

Action Plans (Activities, Scheduling, Responsibility Centres)  
Plans d'action (activités, échéanciers, centres de responsabilité)

- Note on course announcements those that may be useful for career development.
- Continue to guard against sexist references in courses and material.
- Continue to include "the EOW perspective" on all courses.
- Prepare a "career planning guide" stressing the need for job related courses in preparing for advancement.

The first three are year-round activities. Preparation of guide is in progress.

Responsibility: Training & Development Section

## Evaluation Criteria/Critères d'évaluation

A 20% shift to "hard" management skills courses from "soft" courses undertaken in previous years.

## Evaluation/Évaluation

In retrospect this problem seems to have been overstated. A review of the 1979-80 training statistics (completed after the goal was formulated) indicates that women have been taking a range of "hard" management subjects. For example, 38 women participated in the Basic Management course. Other programs included Employee Assistance, Basic Finance, Stress Management, technical training, Consular, Writing Skills, just to mention a few. This year to date at least 10 women have taken management training courses featuring goal setting, role of management, motivating subordinates, communication. The career planning guide has been completed and is now in the process of being translated.