



DRESS FOR SUCCESS®

COLUMBUS

Going Places. Going Strong.

Community Partner Program Overview



Dear Valued Community Partner:

The mission of Dress for Success Columbus empowers women to achieve economic independence by providing a network of support, professional attire and the career development tools to help women thrive in work and in life. All services are free of charge for every woman we serve.

We are passionately dedicated to helping women achieve their potential, and know there are multiple barriers and daunting challenges faced by women who are unemployed and searching for work. When women are referred to our mission, 100% have identified that they do not have the professional apparel and supportive services they need to feel confident during their job search. We are here to help. Since opening our doors in 2007, we're honored to have empowered thousands of women through our Suiting, Career Center, and Employment Retention Programs. Our inspiring clients are breaking through and courageously achieving; they are changing their lives for themselves, their families, and strengthening our community!

Currently, we partner with over 125 social service agencies that refer women to our organization who are in need of our support. Typically our services begin with a referral to our Suiting program; however our Workforce Readiness and Employment Retention programs are highly encouraged. Through the Suiting program we provide women with a head-to-toe interview outfit that a Personal Stylist helps each client select to build confidence and dignity, helping to jump-start the job search. We believe that every woman having a positive self-image is critical to her success in securing employment. During her first visit to Dress, each client is provided a brief orientation in the Career Center, and she receives information on upcoming workshops and partner opportunities.

To meet the need for services that help women both find and keep jobs, we provide a variety of programs that women can access throughout her pre-and post-employment journey. The following pages provide program overviews, and more information can be found on our website: www.dfscmh.org.

We are excited to have to serve your clients and help change their lives together. Should you have any questions, please do not hesitate to contact me or our Program Services Coordinator, Jessica LaBarge at 614-291-5420 or Jessica@dfscmh.org.

Thank you for the work you do to help those vulnerable and less fortunate achieve. We are stronger as a community because of your dedication to social change.

Sincerely,

A handwritten signature in black ink that reads "Vicki".

Vicki Bowen Hewes
Founder & CEO
Dress for Success Columbus

Workforce Readiness Programs

Suiting

The Suiting program at Dress for Success Columbus provides women with the successful appearance she needs to feel confident and secure during her interview process and in the workplace.

The Suiting program contains two (2) levels of service. The first suiting appointment occurs when the client begins interviewing – women work with a Personal Stylist to select a head-to-toe interview ensemble. Partner agencies complete the referral via our on-line portal and schedule women for service.

The second suiting appointment occurs when the client obtains employment – women select a week’s worth of workplace appropriate attire with the support of a Personal Stylist. Women who are already employed may be referred to the suiting program; she will be given both levels of the suiting services at one time.

Clients are eligible for one Interview Suiting and one Employment Suiting per calendar year. Exceptions for extenuating circumstances.

Interview Suiting

| | |
|------------------------------------|-------------------------------|
| 1-Pant or Skirt Suit | 1-Pair of Shoes |
| 1-2 Coordinating Blouse(s), Top(s) | 1-Set of Coordinating Jewelry |
| 1-2 Pair Hosiery | 1-Handbag and/or briefcase |
| 1-Weather Appropriate Coat | 1-Personal care set |
| | 1-Cosmetic kit |

Employment Suiting / Workplace Wardrobe

| | |
|------------------------------------|---------------------------------|
| 3-4 Pant or Skirt Suit | 3-4 Pair of Shoes |
| 3-4 Coordinating Blouse(s), Top(s) | 2-3 Set of Coordinating Jewelry |
| 2-3 Pair Hosiery | 1-Handbag |
| 1 Weather-Appropriate Coat | 1-Tote |
| 1-Personal care set | 1-Cosmetic kit |

1. When client obtains employment, she calls Dress for Success Columbus to schedule an appointment for Employment Suiting, at which time clients receive a week’s worth of workplace appropriate attire. Referral from agency is NOT required if a woman has been assisted at Dress for Success Columbus with the Interview Suiting appointment.
2. Proof of employment, such as an offer letter or most recent pay-stub, is required to receive Employment Suiting.
3. Clients obtaining employment are welcome to apply for our Professional Women’s Group (PWG), a career-development alliance focused on employment retention.

Workforce Readiness Programs (continued)

Career Center

Career Center provides the opportunity to build computer, workplace, and interviewing skills for the job seeking or employed participant.

Work Stations

- 8 Laptop computers/printer/resume paper
- Access to copier
- Quiet Sitting Area/Work Table
- Self-led typing, Microsoft Windows and Microsoft Office tutorials

Internet Access for Job Search

- Monster.com
- ColumbusJobs.com
- Craigslist.com

Library

- Current job listings from throughout the community
- Adult education opportunities
- Various resource materials

Volunteer Career Counselors Professionals Facilitate Friday Workshops

- Networking
- Managing Job Search
- Navigating Change
- Mock Interviewing
- Interview & Follow Up Techniques
- Unwritten Rules of the Workplace
- Building Your Brand
- Career Path Consultations

Employment Retention Programs

Professional Women's Group (PWG)

Member Vision Statement: "Inspire women through professionalism, where self-defined success is achieved in career and life in a multi-cultural environment."

Professional Women's Group (PWG) provides job retention programming for continued personal and professional development for the newly employed woman. The focus of this program is to provide the education, confidence, and tools to establish and achieve goals. Through a process of discovery, participants redefine themselves, learn to make choices and implement tools to improve their quality of lifestyles. Professional Women's Group empowers participants to remain in the workforce and sustain their self-sufficiency. Open enrollment into PWG is available for any woman who is employed and in need of support.

Meetings are hosted monthly; topics focus on various aspects of Professional and Personal Development. Membership is free of charge. Certificates of Achievement awarded annually.

Professional Women's Group Provides

- Networking association
- Educational seminars conducted by professionals in our community
- Individual consultation services for financial literacy, career development and mental health

Women2Women Mentoring (W2W)

WOMEN2WOMEN Mentoring is an expression of our overall commitment to help women build a network of support and provide career development tools. WOMEN2WOMEN is aimed at benefiting both mentor and mentee by fostering a safe and supportive environment where participants can question and reflect upon their professional choices as they relate to developing a career. Mentees and Mentors are paired for a 6-month professional development relationship and work toward goals identified by the Mentee.

Success InSight

Success InSight is an innovative day of empowerment exclusively for Dress for Success Columbus clients! Women gain engaging insight from experts that keep personal and professional success in sight! Highlights include insightful panel discussions and interactive networking. Topics:

- Wellness
- Work, Life, Leadership
- Civic Engagement
- Success Stories