

HINTS ON HOW TO FIND WORK

Including a Classified List of Useful Addresses,
Trade Journals, etc.
Eighth Edition, Revised and Enlarged.

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PAMPHLET

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and Students' Careers Association (Inc.) by
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FOREWORD.

Every effort has been made in this, the eighth edition of "Hints on How to Find Work" to give to women a reliable up-to-date guide to the professions and occupations which are now open to them, and to the best means of acquiring the necessary information on obtaining employment.

It was felt that a booklet of this type would be appreciated by those who would otherwise be unable to obtain quickly the addresses of the various organizations which, in most instances, have their head offices in London, and it was with this object in view, and after much careful research that "Hints on How to Find Work" was first published. Since then other editions have appeared at regular intervals, each one being revised and enlarged as further information became available.

These lists are necessarily not exhaustive but we have endeavoured in each profession to give the name and address of the central body from which information may be obtained together with the names and addresses of the Trade Journals in which posts are advertised. Technical papers and magazines are legion, but workers are often ignorant of the publications dealing with their particular profession, so that a great deal of time and money is wasted in finding out. A list of such papers is given in this booklet, but it is necessarily selective, and intended merely as a suggestion in each case.

Agencies are many, but again the worker is often not aware of the one which specialises in her particular sphere. We give a selection of those found most helpful, but the list is not exhaustive. For first posts where experience is not required, most training institutions have registers through which they place their pupils, but it stands to reason that they cannot guarantee to find posts for them all, and then it is necessary for the seeker after work to go further afield and to find a post for herself. It is in these cases that the central organizations and the trade papers can be of assistance.

It may not be out of place here to give a few hints on the matter of writing letters of application. The experience of years has taught us that even many of those who should know better do not seem aware of the importance of the impression given by the first communication with a prospective employer.

The letter should be short, well-expressed, with particular avoidance of hackneyed phrases, free of corrections and erasures, and legibly written, especially in respect of the writer's address and signature. Where type-written applications are asked for, she should comply with the request. Nothing is more irritating to an employer than neglect of his first instruction.

Enclosed with the letter should be a tabulated, type-written list of qualifications: name, age, education, training, experience, with previous employers' names and addresses. Typewritten *copies* of testimonials, and a couple of references from persons of some standing to whom the candidate is known privately should be included.

Advertisements of posts vacant are necessarily condensed and do not give a great deal of information, but the casual letter saying "I am interested in your advert. and should be glad to learn further particulars" will not impress employers. Full information must be given; without being long-winded, it is better to give more particulars than are requested, as the additional qualification stated, such as languages, may be contributory to a successful application or even in leading to a better post.

There are workers whose demands impose an unnecessary limitation. We are aware that in some cases it is not possible for workers to leave their homes, but we have known of splendid offers refused because the locality was not liked. Adaptability is important, and it should be realised that some of the difficulties encountered in finding suitable posts are due to the limitations set by the candidate herself.

In choosing a profession it is wise to dwell not only on the aspect of its appeal, but also on the question of supply and demand.

To gain our dearest hopes something must be sacrificed. What that sacrifice is to be depends on how much the chosen

profession means to the worker herself. A career is no longer a side line or a means of filling a gap; for most of us it is a part of our lives, and as such, the choice should be considered very carefully from every point of view.

That a thorough training in whatever career is chosen is essential cannot be emphasized too much. There are still too many untrained women vaguely looking for "something to do." Each of us has a talent and while there is so much varied and interesting work open to women, the assistance of an expert on employment is necessary for anyone to find her niche.

In the booklet it has not been possible to cover all those professions which have no special organization connected with them, or those where there is little opportunity except for women who mean to set up for themselves. Information about these openings and others can be obtained on application to the Central Employment Bureau for Women.

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Accountancy, Bank Posts, Book-keeping, and Insurance.

Accountancy

Information may be obtained from:—

The Institute of Chartered Accountants, Moorgate Place, E.C.2.
The Society of Incorporated Accountants and Auditors, Incorporated Accountants' Hall, Victoria Embankment, W.C.2.

Papers:—

The Accountant, Gee & Co., Ltd., 28, Basinghall Street, E.C.2. Weekly, 9d.
Daily Telegraph, 1d.
The Times, 2d.

Banks

Information may be obtained from:—

The Bank Officers' Guild, 28, Old Queen Street, Westminster, S.W.1.

Book-keeping

Information may be obtained from:—

The Institute of Book-keepers, Ltd., 11, Finsbury Square, E.C.2.
The Central Employment Bureau, 54, Russell Square, W.C.1.

Papers:—

Daily Telegraph, 1d.
The Times, 2d.
Women's Employment, 1st and 3rd Fridays, 3d.

Insurance

For posts in Insurance Offices, applications should be made direct to the respective Insurance Companies.

Paper:—

Post Magazine and Insurance Monitor, Buckley Press, Ltd., 20, St. Andrew Street, Holborn Circus, E.C.4. Weekly, 2d.

Administrative and Local Government.

Civil Service

Notices of forthcoming examinations are published in the Daily Press, and forms of application as well as details of appointments may be obtained from the Civil Service Commission, Burlington Gardens, W.1.

Health Visitors

Information may be obtained from:—

The Women Public Health Officers' Association, 7, Victoria Street, S.W.1.
The Infant Welfare Workers' Employment Bureau, Carnegie House, 117, Piccadilly, W.1.
The National Health Society, 90, Buckingham Palace Road, S.W.1.

Police Women

Information may be obtained from:—

The Commissioner, New Scotland Yard, S.W.1.
Women's Auxiliary Service, 68, Victoria Street, S.W.1.

Paper:—

Policewoman's Review, 68, Victoria Street, S.W.1. Monthly, 3d.

Probation Officer

Information may be obtained from:—

The Secretary, The Probation Officers' Training Board, Home Office, Whitehall, S.W.1.

Relieving Officer

Information may be obtained from:—

The Hon. Secretary, Poor Law Examinations Board, "Westways," Hayling Rise, Arundel Road, Worthing, Sussex.

Sanitary Inspectors

Information may be obtained from:—

The Royal Sanitary Institute, 90, Buckingham Palace Road, S.W.1.

Papers:—

Municipal Engineering and Sanitary Record, 8, Breems Buildings, Chancery Lane, E.C.4. Weekly, 4d.
The Municipal Journal, 3-4, Clements Inn, Strand, W.C.2. Weekly, 6d.

Advertising and Publicity.

Information may be obtained from:—

The Institute of Incorporated Practitioners in Advertising, 3, Clements Inn, W.C.2.
The Advertising Association, 110, Fleet Street, E.C.4.

Papers advertising vacant posts:—

World's Press News, 48, Fetter Lane, E.C.4. Weekly, 6d.
Advertising Monthly, Whitefriars' House, Tallis Street, E.C.4. Monthly, 1s.

Display, Blandford Press, Ltd., 16, Hyde Street, W.1. Monthly,
1/-.
See also "Commercial Art" below.

Artistic Professions.

Architecture

Information may be obtained from:—
The Royal Institute of British Architects, 62-66, Portland Place,
W.1.
The Architectural Association, 34-36, Bedford Square, W.C.1.

Papers:—
The Architect and Building News, 2, Breems Buildings, E.C.4.
Weekly, 6d.
The Architect's Journal, 9, Queen Anne's Gate, S.W.1.
Weekly, 6d.
The Builder (with which is incorporated *The British Architect*),
4, Catherine Street, W.C.2. Weekly, 9d.

Art

Information may be obtained from:—
The Royal College of Art, South Kensington, S.W.7.

Paper:—
The Studio, 44, Leicester Square, W.C.2. Monthly, 2/-.

Arts and Crafts

Information may be obtained from:—
The Educational Handwork Association, 18, Westcombe Avenue,
Street Lane, Roundhay, Leeds.
The L.C.C. School of Arts and Crafts, Southampton Row, W.C.1.

Papers:—
Educational Handwork, 18, Westcombe Avenue, Street Lane,
Roundhay, Leeds. Quarterly, 1/6.
There are also special publications for each craft.

Commercial Art

Information may be obtained from:
The Society of Industrial Artists, Ltd., 50, Queen Anne's Gate,
S.W.1.
The Design and Industries Association, 6, Queen Square, W.C.1.

Papers:—
Art Trade Journal, 1, Dorset Buildings, Salisbury Square,
E.C.4. Monthly, 1/-.
Art and Industry, 44, Leicester Square, W.C.2. Monthly, 1s.

Dancing

Information may be obtained from:—
The Imperial Society of Teachers of Dancing, 112, New Oxford
Street, W.C.1.

Paper:—
Dancing Times, 12, Henrietta Street, W.C.2. Monthly, 1s.

Eurhythmics

Information may be obtained from:— FAWCETT COLLECTION
The London School of Dalcroze Eurhythmics, 37, Fitzroy Square,
W.1.

Films

Information may be obtained from:—
The Cinema Employment Bureau, 18, Cecil Court, St. Martin's
Lane, W.C.2.

Papers:—
Cinematograph Times, Broadmead House, Panton Street, S.W.1.
Monthly, 6d.
The Cinema News, 80, Wardour Street, W.1. Weekly, 6d.

Music

Information may be obtained from:—
The Society of Women Musicians, 74, Grosvenor Street, W.1.

Papers:—
The Music Teacher, Montague House, Russell Square, W.C.1.
Monthly, 1s.
Musical Times, 160, Wardour Street, W.1. Monthly, 6d.
Era, 11, Soho Square, W.1. Weekly, 3d.

For posts in cinemas, restaurants, etc., etc.:—
The Cinema News, 80, Wardour Street, W.1. Weekly, 6d.

Photography

Information may be obtained from:—
The Royal Photographic Society, 35, Russell Square, W.C.1.

Papers:—
The British Journal of Photography, 24, Wellington Street,
W.C.2. Weekly, 3d.
Photographic Journal (does not advertise posts, but gives very
useful information), published for the Royal Photographic
Society by The Fountain Press, 19, Cursitor Street, E.C.4.
Monthly, 2s. 6d.
And Daily Press.

Business Openings.

Beauty Culture and Hairdressing

A certain number of students are placed by their Training Schools.

Papers:—

The Hairdressers' Weekly Journal, 51, Frith Street, W.1. Weekly, 3d.

The Hairdresser and Beauty Trade, Drury House, Russell Street, W.C.1. Weekly, 3d.

Dressmaking, Millinery and Tailoring

A certain number of students are placed by their Training Schools.

Information may be obtained from:—

The Ministry of Labour Employment Exchange, 60, Great Marlborough Street, W.1.

Papers:—

The Daily Telegraph, 1d.

The Tailor and Cutter, 42, Gerrard Street, W.1. Weekly, 4d.

The Draper's Record, 154, Cheapside, E.C.2. Weekly, 3d.

Floral Art

A certain number of students are placed by their Training Schools.

Papers:—

The Daily Telegraph, 1d.

The Fruit Grower, Benn Brothers, Ltd., Bouverie House, Fleet Street, E.C.4. Weekly, 3d.

The Gardeners' Chronicle, 33, John Street, W.C.1. Weekly, 6d.

Laundry Work

Information may be obtained from:—

The Institution of British Launderers, Ltd., 17, Lancaster Gate, W.2.

The National United Laundries Corporation, Ltd., 57, Russell Square, W.C.1.

Papers:—

The Laundry Journal and

The Laundry Record, Drury House, Russell Street, W.C.2. Monthly, 6d.

Motor Trade

Information may be obtained from:—

The Women's Automobile and Sports' Association, 2, Hamilton Place, W.1.

Papers:—

The Times, 2d.

Daily Telegraph, 1d.

Salesmanship

Information may be obtained from:—

The Retail Distributors' Association (Inc.), 7, Park Lane, W.1.

The Drapers' Chamber of Trade, 45, Holborn Viaduct, E.C.1.

The National Chamber of Trade, 48, Bedford Square, W.C.1.

Papers:—

The Drapers' Record, 154-6, Cheapside, E.C.2. Weekly, 3d.

The Drapers' Organiser, Drury House, Russell Street, W.C.2. Monthly, 1s. 6d.

Shop Assistants

Information may be obtained from:—

The Central Employment Bureau, 54, Russell Square, W.C.1.

The Ministry of Labour Employment Exchange, 60, Great Marlborough Street, W.1.

Papers:—

The Daily Telegraph, 1d.

Window Dressing

Information may be obtained from:—

The National Display Association, 356, Oxford Street, W.1.

Paper:—

Display, Blandford Press, Ltd., 16, Hyde Street, New Oxford Street, W.1. Monthly, 1s.

Catering, Cooking, Dietetics, Household and Hotel Management, Restaurant and Tea Room Work.

The various Domestic Science Training Colleges place a large proportion of their own students.

Information may be obtained from:—

The British Dietetics Association, University College Hospital, Gower Street, W.C.1.

The Central Employment Bureau, 54, Russell Square, W.C.1.

The Hotels and Restaurants Association, 11, Southampton Row, W.C.1.

The Hotel and Catering Trades Employment Exchange, 1-3, Denmark Street, W.C.2.

The Institutional Management Association, 29, Gordon Square, W.C.1.

The National Council for Domestic Studies, 11, Tavistock Square, W.C.1.

Papers:—

Daily Press, particularly *Daily Telegraph*, 1d.
The Caterer and Hotel Keeper, 1, Dorset Buildings, E.C.4.
Weekly, 6d.
Luncheon and Tea Room Journal, Aldwych Press, Ltd., 17-18,
Henrietta Street, London, W.C.2. Monthly, 7½d.
Women's Employment, 54, Russell Square, W.C.1.
1st and 3rd Fridays, 3d.

Child Welfare.

Information may be obtained from:—

The Child Guidance Council, Woburn House, Upper Woburn
Place, W.C.1.
The Central Employment Bureau for Women, 54, Russell Square,
W.C.1.

Matrons and Nurses

Information concerning openings for:—

Matrons and Nurses at Day Nurseries and Nursery Training
Schools may be obtained from the Secretary, National
Society of Day Nurseries, Carnegie House, 117, Piccadilly,
W.1, and from the Infant Welfare Workers' Employment
Bureau, Carnegie House, 117, Piccadilly, W.1.

Principals, Teachers and Nurses

Information concerning openings for:—

Principals, Teachers and Nurses at Nursery Schools, may be
obtained from the Hon. Sec., Nursery School Association of
Great Britain, 8, Endsleigh Gardens, W.C.1.

Superintendents and Assistants

Information concerning openings for:—

Superintendents and Assistants of Maternity and Child Welfare
Centres, Matrons, Nurses and Kitchen Matrons of Homes and
Hospitals for babies and young children, may be obtained from
the Infant Welfare Workers' Employment Bureau (see above).

Papers:—

Mother and Child, 5, Tavistock Square, W.C.1. Monthly, 9d.
The Nursing Times, Macmillan & Co., St. Martin's Street,
W.C.2. Weekly, 2d.
The Nursing Mirror, Dorset House, Stamford St., S.E.1.
Weekly, 2d.
The Local Government Chronicle, Suffolk Lane, E.C.4. Weekly,
3d.

Church and Missionary Work.

Information may be obtained from:—

The Central Council for Women's Church Work, 626, Grand
Buildings, Trafalgar Square, W.C.2.

The Free Church Women's Council, 27, Tavistock Square, W.C.1.
The Student Christian Movement, "Annandale," North End
Road, N.W.11.

For all information in regard to Missionary Work (General and
Medical), Training Grants, etc., etc., application should be made to
the particular society which represents the religious views of the
applicant.

Papers:—

International Review of Missions, Oxford University Press,
11, Warwick Square, E.C.4. Quarterly, 3s.
The Student Movement, "Annandale," North End Road, N.W.11.
Monthly (October to June), 4d.

Electricity, Engineering and Gas.

Information may be obtained from:—

The Electrical Association for Women, 20, Regent Street, S.W.1.
The Women's Engineering Society, 20, Regent Street, S.W.1.
Mrs. Murphy, British Commercial Gas Association, 1, Grosvenor
Place, S.W.1.
The Women's Gas Council, 1, Grosvenor Place, S.W.1.

Papers:—

The Electrical Age for Women, 20, Regent Street, S.W.1.
Quarterly, 6d.
The Woman Engineer, 20, Regent Street, S.W.1. Quarterly, 6d.
Electrical Times, Sardinia House, Sardinia Street, Kingsway,
W.C.2. Weekly, 3d.
Gas Salesman, W. King, Ltd., 11, Bolt Court, E.C.4. Monthly,
6d.
Gas Times, 121, Victoria Street, S.W.1. Weekly, 8d.

Journalism and Literary Work.

Information may be obtained from:—

The Central Employment Bureau, 54, Russell Square, W.C.1.
The Institute of Journalists, 2-4, Tudor Street, E.C.4.
The Society of Women Journalists, Stationers' Hall, London,
E.C.4.

Paper:—

The Writer, 34, Paternoster Row, E.C.4. Monthly, 6d.
World's Press News, 48, Fetter Lane, E.C.4. Weekly, 6d.

Law.

Information may be obtained from:—

The Law Society, The Law Society's Hall, Chancery Lane,
W.C.2.
The Under Treasurer, Lincoln's Inn, Gray's Inn, Inner Temple,
or Middle Temple, London, W.C.2.

Papers:—

- Law Society's Gazette* (Members only), Law Society, Chancery Lane, W.C.2. Monthly.
Law Notes, 25 & 26, Chancery Lane, W.C.2. Monthly, 1s.
Law Journal, 37, Essex Street, W.C.2. Weekly, 1/-.

Library and Archive Work.

Information may be obtained from:—

- School of Librarianship, University College, Gower Street, W.C.1.
The Library Association, Chaucer House, Malet Place, W.C.1.
Association of Special Libraries & Information Bureaux, 31, Museum Street, W.C.1.

Papers:—

- The Library Association Record*, The Library Association, Chaucer House, Malet Place, W.C.1. Monthly, 3s. 6d.
The Librarian, A. J. Philip, Lodgewood, Gravesend. Monthly, 1s.
Vacancies in Public Libraries are advertised in *The Times Literary Supplement*. Weekly, 3d., and the *New Statesman and Nation*, 10, Great Turnstile Street, W.C.1. Weekly 6d.

Medical and Allied Professions.

Medicine

Information may be obtained from:—

- The Medical Women's Federation, 9, Clifford Street, W.1.
The British Medical Bureau, Tavistock House, South Tavistock Square, W.C.1.
Countess of Dufferin's Fund, Dr. Scott, C.B.E., c/o High Commissioner for India, India House, Aldwych, W.C.2. (Medical Work in India.)

Papers:—

- The British Medical Journal*, B.M.A. House, Tavistock Square, W.C.1. Weekly, 1s. 3d.
The Lancet, 7, Adam Street, W.C.2. Weekly, 1s.
The Practitioner, 5, Bentinck Street, W.1. Monthly, 4s.

Chiropody

Information may be obtained from:—

- The Incorporated Society of Chiropodists, 21, Cavendish Square, W.1.

Paper:—

- The Chiropodist*, 21, Cavendish Square, W.1. Monthly, 1s.

Dentistry

Information may be obtained from:—

- The British Dental Association, 13, Hill Street, W.1.
The Dental Manufacturing Co., Brook House, Gt. Portland Street, W.1.

Paper:—

- British Dental Journal*, 13, Hill Street, W.1. Bi-monthly, 1s.

Hospital Almoners

Information may be obtained from:—

- The Secretary, Institute of Hospital Almoners, Tavistock House (North), Tavistock Square, W.C.1.

Paper:—

- The Hospital*, 12, Grosvenor Crescent, S.W.1. Monthly, 1s.

Massage

- The Chartered Society of Massage and Medical Gymnastics, Tavistock House (North), Tavistock Square, W.C.1, has an Employment Bureau for its registered members.

Paper:—

- Journal of the Chartered Society, etc.* Monthly, 7d.

Occupational Therapy

Information may be obtained from:—

- The Association of Occupational Therapists, The Hon. Sec., c/o G. E. Holt & Son, Victoria House, Southampton Row, W.C.1.

Papers:—

- Journal of the Occupational Therapists' Association* (address as above). Quarterly, 1s.
The Times, 2d.
Daily Telegraph, 1d.

Optical Work

Information may be obtained from:—

- The British Optical Association, 65, Brook Street, W.1.

Paper:—

- The Optician and Scientific Instrument Maker* (the organ of the Ophthalmo-optical and Optical Instrument Industries), 72, Fleet Street, E.C.4. Weekly, 4d.

Orthoptics

Information may be obtained from:—

- The Orthoptic Board.
Royal Westminster Ophthalmic Hospital, 178, High Holborn, W.C.1.

Pharmacy and Dispensing

Information may be obtained from:—

- The Pharmaceutical Society, 16-17, Bloomsbury Square, W.C.1.

FAWCETT COLLECTION

Written application only:—

The National Association of Women Pharmacists, Miss Hindes, 15, Holland Road, Kensington, W.14.

The Dispensers' Bureau, Miss C. Clarke, 171, Shaftesbury Avenue, W.1.

Employment Bureau for fully qualified pharmacists only:

Hon. Employment Secretary, Willesden Municipal Hospital, Neasden, N.W.10.

The following papers may be consulted:—

The Pharmaceutical Journal, 23, Bloomsbury Square, W.C.1. Weekly, 1s.

The Chemist and Druggist, 28, Essex Street, W.C.2. Weekly, 9d.

Physical Training

Information may be obtained from:—

The Ling Physical Education Association, Hamilton House, Bidborough Street, W.C.1.

The Central Council of Recreative Physical Training, 115, Abbey House, S.W.1.

Papers:—

Times Educational Supplement. Weekly, 3d.

The Times, 2d.

Daily Telegraph, 1d.

Radiography

Information may be obtained from:—

The Society of Radiographers, 32, Welbeck Street, W.1.

Paper:—

Journal of the Society of Radiographers, 32, Welbeck Street, W.1. Monthly, 1s.

Veterinary Work

Information may be obtained from:—

The Royal College of Veterinary Surgeons, 10, Red Lion Square, W.C.1.

Papers:—

Veterinary Journal, 7-8, Henrietta Street, W.C.2. Monthly, 2s.

Veterinary Record, 36, Gordon Square, W.C.1. Weekly, 1s.

Nursery Nurses.

The demand for well-trained nurses in private families is usually greater than the supply. The various Training Colleges place a large proportion of their own students.

Information may be obtained from:—

The Association of Nursery Training Colleges, 100, Lansdowne House, Berkeley Square, W.1.

Infant Welfare Workers' Employment Bureau, Carnegie House, 117, Piccadilly, W.1.

The Nursery Information Bureau, Ltd., 65, Knightsbridge, S.W.1.

The Nursery Nurses' Association, Ltd., 17, Queen's Gate Place, S.W.7.

Papers:—

The Daily Press—especially *The Daily Telegraph*, 1d.

The Nursery World, Bouverie House, 154, Fleet Street, E.C.4. Weekly, 3d.

Day Nursery Journal, 117, Piccadilly, W.1. Monthly, 3d.

Mother and Child, 5, Tavistock Square, W.C.1. Monthly, 9d.

Nursing.

Girls wishing to train as nurses should obtain a printed list of the hospitals approved as training schools by the General Nursing Council.

For England and Wales—From the General Nursing Council of England and Wales, 23, Portland Place, W.1.

For Scotland—From the Registrar of the General Nursing Council for Scotland, 18, Melville Street, Edinburgh.

For Ireland (Free State)—From the General Nursing Council for Ireland, 75, Merrion Square South, Dublin.

For Northern Ireland—From the Joint Nursing and Midwives' Council for Northern Ireland, 120, Great Victoria Street, Belfast.

Papers:—

The Nursing Times, Macmillan & Co., St. Martin's Street, W.C.2. Weekly, 2d.

The Nursing Mirror, Dorset House, Stamford Street, S.E.1. Weekly, 2d.

Army, Navy and Air Force

Entrants must be of British birth; State Registered, holding a three years' general certificate from a large approved civil hospital; not over 35 years of age, and single women or widows without children. Possession of the certificate of the Central Midwives' Board is an advantage. Vacancies, however, are infrequent.

Information may be obtained from:—

The Matron-in-Chief, Queen Alexandra's Imperial Military Nursing Service, The War Office, Whitehall, S.W.1.

The Head Sister-in-Chief, Queen Alexandra's Royal Navy Nursing Service, Queen Anne's Chambers, Tothill Street, S.W.1.

The Matron-in-Chief, Princess Mary's Royal Air Force Nursing Service, The Air Ministry, Adastral House, Kingsway W.C.2.

District Nursing

Information may be obtained from:—

The Queen's Institute of District Nursing, 57, Lower Belgrave St., S.W.1.

The London County Council Nursing Service

Applications for advertised posts such as sister or charge nurse must be made to the Matron-in-Chief, London County Council, Room 336, The County Hall, Westminster Bridge, S.E.1. Applications for subordinate posts, e.g., staff nurse, probationer nurse, etc., should be sent direct to the Matron of the Hospital at which the appointment is advertised.

Mental Nursing

Information may be obtained from:—

The Royal Medico-Psychological Association, 11, Chandos Street, W.1.

Midwifery

Information may be obtained from:—

Central Midwives' Board, 23, Great Peter Street, S.W.1.

The Midwives' Institute, 57, Lower Belgrave Street, S.W.1.

Overseas Nursing

Information may be obtained from:—

Overseas Nursing Association, Imperial Institute, S.W.7.

The Countess of Dufferin's Fund, Dr. Scott, C.B.E., c/o High Commissioner for India, India House, Aldwych, W.C.2.

The Secretary of the Selection Committee, Lady Minto's Indian Nursing Association, 92, Ember Lane, Esher, Surrey.

Nurses wishing to travel should consult:—

Mrs. Boucher's Bureau, Ltd., 6, Basil Street, S.W.3.

Prison Nursing

Information may be obtained from:—

The Voluntary Advisory Nursing Board, Prison Commission, Home Office, S.W.1.

Red Cross (Voluntary)

Information may be obtained from:—

The British Red Cross Society, 14, Grosvenor Crescent, S.W.1.

Open Air Occupations.

Aviation

Information may be obtained from:—

The Royal Aeronautical Society, 4, Hamilton Place, W.1.

Paper:—

Flight, Dorset House, Stamford Street, London, S.E.1. Weekly, 6d.

Dairy Work

The various Training Colleges place a large number of their students.

Papers:—

Dairy Farmer, 90-91, High Holborn, W.C.1. Monthly, 4d.

Dairy World, 98-99, Fetter Lane, E.C.4. Monthly, 2d.

Farming

Information may be obtained from:—

The Women's Farm and Garden Association, Courtauld House, Byng Place, W.C.1.

Papers:—

Journal of the Women's Farm and Garden Association, Courtauld House, Byng Place, W.C.1. March, 1s., June, Sept. and Dec., 3d.

Farmer and Stock Breeder, Dorset House, Stamford Street, S.E.1. Weekly, 2d.

The Smallholder, Poultry Keeper and Gardener, Tower House, Southampton Street, W.C.2. Weekly, 2d.

Fox Farming

Information may be obtained from:—

The Silver Fox Breeders' Association, 69, Cannon Street, E.C.4.

Papers:—

British Fur Trade, 118, Queen Victoria Street, E.C.4. Monthly, 1s.

Fur Weekly News, Century Press, Ltd., British Industries House, Oxford Street, W.1. Weekly, 10s. p.a.

Fur Record, 114, Bow Lane, E.C.4. Monthly, 6d.

Gardening

Information may be obtained from:—

Central Employment Bureau, 54, Russell Square, W.C.1.

The Royal Horticultural Society, Vincent Square, S.W.1.

The Women's Farm and Garden Association, Courtauld House, Byng Place, W.C.1.

Paper:—

Gardener's Chronicle, 33, John Street, W.C.1. Weekly, 6d.

Kennel Work

Information may be obtained from:—

The Kennel Club, 84, Piccadilly, W.1.

Papers:—

The Dog World, Watmough's, Ltd., Idle, Bradford. Weekly, 3d.
Our Dogs, Oxford Road, Station Approach, Manchester.
Weekly, 3d.

Poultry Work

Information may be obtained from:—

The Editor, *The Feathered World*, 9, Arundel Street, Strand,
W.C.2. Weekly, 2d.
The Editor, *Poultry Industry*, Milford, nr. Godalming, Surrey.
Weekly, 2d.

Riding

Information may be obtained from:—

The Institute of the Horse and Pony Club, Ltd., 66, Sloane Street,
S.W.1.

Paper:—

Horse and Hound, 5, Duke Street, W.C.2. Weekly, 3d.

Swimming

Information may be obtained from:—

The Royal Life Saving Society, 8, Bayley Street, W.C.1.

Paper:—

Swimming Times (Monthly except Jan., March and Nov.), 6d.,
Capt. B. W. Cummins, 4, Waddon Park Avenue, Croydon.

Overseas Work and Emigration.

Information may be obtained from:—

The Society for the Oversea Settlement of British Women,
16, Northumberland Avenue, W.C.2.
See also Missionary Work, Nursing and Teaching.

Scientific Professions.

Public appointments are advertised in the Daily Press.

Openings for women in Chemistry, Botany and Entomology are
advertised in the Daily Press.

General Scientific Papers:—

Discovery, Cambridge University Press, 200, Euston Road, N.W.1
Monthly, 1s.
Nature, Macmillan & Co., St. Martin's Street, W.C.2. Weekly,
1s.

Archaeology

Information may be obtained from:—

The Institute of Archaeology, St. John's Lodge, Inner Circle,
Regent's Park, N.W.1.

Biology, Botany and Zoology

Information may be obtained from:—

The Pathological and Bacteriological Laboratory Assistants'
Association, 10, Holbeck Grove, Victoria Park, Manchester.

Papers:—

Biometrika, Biometric Laboratory, University College, Gower
Street, W.C.1. £2. 5s. 0d. per annum.
Nature, Macmillan & Co., St. Martin's Street, W.C.2. Weekly,
1s.

Chemistry and Physics

Information may be obtained from:—

The Chemical Society, Burlington House, Piccadilly, W.1.
The Institute of Chemistry, 30, Russell Square, W.C.1.
The Institute of Physics, 1, Lowther Gardens, Exhibition Road,
S.W.7.

Papers:—

The Chemical Age, Bouverie House, 154, Fleet Street, E.C.4.
Weekly, 6d.
The Industrial Chemist, 33, Tothill Street, S.W.1. Monthly, 1s.

Economics

A certain number of students are placed by their own Training
Colleges.

The Economist, 8, Bouverie Street, E.C.4. Weekly, 1s.
Economica, London School of Economics, Houghton Street,
W.C.2. Quarterly, 4s. 6d.

Museum Work

Information may be obtained from:—

The Museums Association, Chaucer House, Malet Place, W.C.1.

Paper:—

The Museums Journal, Chaucer House, Malet Place, W.C.1.
Monthly, 2s.

Psychology

Information may be obtained from:—

The National Institute of Industrial Psychology, Aldwych
House, W.C.2.

Paper:—

Occupational Psychology, Aldwych House, W.C.2. Quarterly, 5s.

Secretarial and Organising.

Hospital Posts.

The Incorporated Association of Hospital Officers, 12, Grosvenor Crescent, W.1.

Paper:—

The Hospital, 12, Grosvenor Crescent, W.1. Monthly, 1s.

Political Work

Applications must in every case be made to the Women's Organisation at the various Party Headquarters.

Conservative: Conservative and Unionist Central Office, Palace Chambers, Bridge Street, S.W.1.

Liberal: Women's Liberal Federation, 41, Parliament Street, S.W.1.

Labour: The Labour Party, Transport House, Smith Square, S.W.1.

Secretarial Work

The various training colleges and schools place a proportion of their own students.

Application should be made to:—

The Central Employment Bureau, Appointments Department, 54, Russell Square, W.C.1.

Paper:—

Women's Employment, 54, Russell Square, W.C.1. 1st and 3rd Fridays, 3d.

Social Work.

For information in regard to social work as a whole, application should be made to:—

The Central Employment Bureau and Students' Careers Association, 54, Russell Square, W.C.1.

The National Council of Social Service, 26, Bedford Square, W.C.1.

Care Committee Work

London County Council vacancies are always advertised in the *L.C.C. Gazette* and the *Daily Press*, and applications are not considered unless in reply to such advertisements.

C.O.S.

Application should be made to:—

The Charity Organisation Society, Denison House, 296, Vauxhall Bridge Road, S.W.1.

Child Welfare—*See Child Welfare, p. 14.*

Girls' Club Work

Information may be obtained from:—

The National Council of Girls' Clubs, Hamilton House, Bidborough Street, W.C.1.

The Y.W.C.A., Great Russell Street, W.C.1.

Teaching Blind, Deaf, Dumb, Mentally Defective

See under Teaching.

Welfare Work (Industrial)

Information may be obtained from:—

The Women's and Girls' Dept., Industrial Welfare Society, 14, Hobart Place, S.W.1.

The Institute of Labour Management, Terminal House, 52, Grosvenor Gardens, S.W.1.

Papers:—

Industrial Welfare and Personnel Management, 14, Hobart Place, S.W.1. Monthly, 1s.

Labour Management, Terminal House, 52, Grosvenor Gardens, S.W.1. Monthly, 1s.

Welfare Work (Mental)

Information may be obtained from:—

The Central Association for Mental Welfare, 24, Buckingham Palace Road, S.W.1.

Women's Institute Work

Information may be obtained from:—

The National Federation of Women's Institutes, 39, Eccleston Street, S.W.1.

The Townswomen's Guilds, 4, Gt. Smith Street, S.W.1.

Papers:—

Home and Country, 26, Eccleston Street, S.W.1. Monthly, 2d.
The Townswoman, 4, Gt. Smith Street, S.W.1. Monthly, 2d.

Speech Work.

Information may be obtained from:—

The Society of Speech Therapists, 86, Harley Street, W.1.
The Speech Institute, 56, Gordon Square, W.C.1.

Paper:—

Times Educational Supplement. Weekly, 3d.

Drama

Information may be obtained from:—

The Royal Academy of Dramatic Art, 62, Gower Street, W.C.1.

Papers:—

Drama, 9, Fitzroy Square, W.1. Monthly, 6d
Era, 4, Carmelite Street, E.C.4.
Stage, 15, York Street, W.C.2. Weekly, 4d

Surveying, House Property Management, Auctioneering and Estate Agency.

Auctioneering and Estate Agency

Information may be obtained from:—

The Auctioneers' and Estate Agents' Institute, 29, Lincolns Inn Fields, W.C.2.

The Incorporated Society of Auctioneers and Landed Property Agents, 34, Queen's Gate, S.W.7.

Papers:—

Estate Magazine, Carlton House, Lower Regent Street, S.W.1. Monthly, 1s.
Incorporated Auctioneers' Journal, 34, Queen's Gate, S.W.7. Monthly, 7s. p.a.

House Property Management

Information may be obtained from:—

The Society of Women Housing Managers, 13, Suffolk Street, S.W.1.

Surveying

Information may be obtained from:—

The Chartered Surveyors' Institution, 12, Great George Street, S.W.1.

The Teaching Profession.

Agencies to be consulted:—

Messrs. Gabbitas, Thring & Co., 6, Sackville Street, W.1.
Messrs. Truman & Knightley, 61, Conduit Street, W.1.
The Joint Agency for Women Teachers, 29, Gordon Square, W.C.1.
Cicely C. Wright, Ltd., 50, Great Russell Street, W.C.1.

Secondary School Vacancies (Public or Private)

Papers:—

The Times Educational Supplement. Weekly, 3d.
Education, 10, Queen Anne Street, W.1. Weekly, 3d.
The Spectator, 99, Gower Street, W.C.1. Weekly, 6d.
The Times. 2d.
The Daily Telegraph. 1d.
L.C.C. Gazette, P. S. King & Son, 14, Great Smith Street, S.W.1. Alternate weeks, 2d. (County of London only.)
The Journal of Education, 3, Ludgate Broadway, E.C.4. Monthly, 8d.

For all appointments under the London County Council as Educational Authority for the Administrative County—

Public Elementary, Nursery, Central and Trade Schools, Evening Institutes, Special Schools for the Blind, Deaf, Dumb, Mentally and Physically Defective, Domestic Science, Physical Culture and Needlework, see *L.C.C. Gazette* P. S. King & Son, 14, Great Smith Street, S.W.1. Fortnightly, 2d., and Daily Press.

NOTE.—The L.C.C. do not consider applications unless they are made in reply to advertisements in the *L.C.C. Gazette* or the Daily Press.

Elementary Schools (other than London)

Papers:—

The Times Educational Supplement. Weekly, 3d.
Education, 10, Queen Anne Street, W.1. Weekly, 3d.
The Schoolmaster and Women Teachers' Chronicle, Hamilton House, Mabledon Place, W.C.1. Weekly, 2d.
The Teachers' World, Montague House, Russell Square, W.C.1. Weekly, 3d.
Journal of Education, 3, Ludgate Broadway, E.C.4. Monthly, 8d.

Kindergarten, Montessori, and Nursery Schools, Parents' National Educational Union

For posts consult:—

Agencies (see p. 27), and
Froebel Society, Teachers' Registry, 28, Little Russell Street,
W.C.1.

Parents' National Educational Union, 26, Victoria Street, S.W.1.

The Montessori Teachers' Employment Bureau, Studio House,
Rosslyn Hill, N.W.3.

The Nursery School Association of Great Britain, 8, Endsleigh
Gardens, W.C.1.

Papers:—

The Parents' Review (P.N.E.U.), 26, Victoria Street, S.W.1.
Monthly, 1s.

The New Era, 29, Tavistock Square, W.C.1. Monthly, 6d.

Art, Domestic Science, Music, Physical Culture

Consult papers according to post required, see page 27.

Consult agencies according to post required, see page 27.

Governesses (Private)

For posts consult:—

Governesses' Benevolent Institution, 58, Victoria Street, S.W.1.
Miss Hartopp Nash, Hawtrey Educational Office, 170, Piccadilly,
W.1.

Miss Lennox Carr, 35, Old Bond Street, W.1.

Mrs. Boucher, 6, Basil Street, S.W.3.

Catholic Women's Employment Bureau, 141, Victoria Street
S.W.1.

The Ladies' League, 118, New Bond Street, W.1.

Papers:—

The Times. 2d.

The Daily Telegraph. 1d.

Teaching Overseas

For information apply:—

Society for the Oversea Settlement of British Women, 16, North-
umberland Avenue, W.C.2.

National Union of Students of the Universities and University
Colleges of England and Wales, 3, Endsleigh Street, W.C.1.

Teachers of the Deaf, Blind and Mentally Defective (other than L.C.C.)

Information may be obtained from:—

National Institute for the Deaf, 105, Gower Street, W.C.1.

The Faculty of Education, University of Manchester.

National Institute for the Blind, 224, Great Portland Street, W.1.

Metropolitan Society of the Blind, 63, Denison House, 296,
Vauxhall Bridge Road, S.W.1.

Central Association for Mental Welfare, 24, Buckingham Palace
Road, S.W.1.

Papers:—

The Deaf

The Teacher of the Deaf (published every two months),
Hill & Ainsworth, Glebe Street, Stoke-on-Trent. 1s.

The Schoolmaster and Woman Teacher Chronicle, Hamilton
House, Mabledon Place, W.C.1.

The Teachers' World, Montague House, Russell Square,
W.C.1. Weekly 3d.

The Blind (Home Teaching).

The New Beacon, National Institute for the Blind, 224, Great
Portland Street, W.1. Monthly, 3d.

Mentally Defective

The Times Educational Supplement. Weekly, 3d.

Education, 10, Queen Anne Street, W.1. Weekly, 3d.

Tutors

Information may be obtained from:—

The Appointments Boards of the Universities and from the usual
Scholastic Agencies (see page 27).

Papers:—

Times Educational Supplement. Weekly, 3d.

The Times, 2d.

Daily Telegraph, 1d.

APPENDIX.

Agencies for Domestic and Miscellaneous Posts:—

All Services Bureau, 205, Regent Street, W.1.

The "Au-Pair" Association, Abford House, Victoria, S.W.1.

The Cadogan-Wakeman Agency, 16, Elizabeth Street, Eaton
Square, S.W.1.

The Ladies' League, 118, New Bond Street, W.1.

"The Link" Employment Bureau, 34a, Buckingham Palace
Road, S.W.1.

The Personal Bureau, 37, Bruton Street, W.1.

Miss Dymphna Smith, 231, Ebury Street, S.W.1.

Universal Aunts, Ltd., 46, Wilton Place, Knightsbridge, S.W.1.

Useful Women, Ltd., 48, Dover Street, W.1.

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The Department does not deal with School Teaching or Nursing posts.

Candidates are registered after a personal interview.

Appointments with the Registrar should be made in advance. *Tel.*: Museum 0519.

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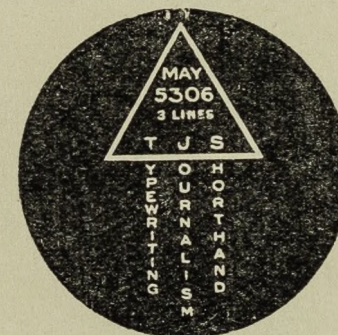
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