

3900079193  
331.7020941

**Central Bureau for the Employment of Women**  
AND  
**Students' Careers Association.**

CITY OF LONDON POLYTECHNIC  
FAWCETT COLLECTION  
Calcutta House  
Old Castle Street  
London E1 7NT

**THE  
PROFESSIONAL WORLD  
TO-DAY**

Price 6d.

P PAMPHLET

ISSUED BY  
**WOMEN'S EMPLOYMENT PUBLISHING CO.,**  
*Offices: 5, PRINCES STREET, CAVENDISH SQUARE, W.1.*

JUNE, 1922

331.7020941 CEN

Telephone :  
5060 MAYFAIR.

Telegrams :  
"CENTEMBUR, WESDO, LONDON."

## CENTRAL BUREAU FOR THE EMPLOYMENT OF WOMEN.

President :  
THE VISCOUNTESS BRYCE.

Secretary :  
Miss M. G. SPENCER, O.B.E.

Hon. Treasurer :  
H. JOHN FALK, Esq., M.A.

### Information Bureau and Vocational Library.

Continuous effort is made to obtain reliable information as to new openings and opportunities for training, and for the extension of women's work in every direction.

Books and Publications on all kinds of professional work for educated women.

The Library is open daily from 11—1 and a Librarian is in charge who will gladly supply information and advice.

### Registry and Training Department.

Educated women seeking posts are invited to consult this department for openings in the various branches of women's work.

Employers having vacancies for educated workers are promptly supplied with efficient candidates on application.

### Students' Careers Association.

An Association formed for the purpose of supplying information to Heads of Colleges and Schools on professions suitable for educated girls; and of advising as to the necessary training and prospects therein.

For full particulars apply to the Secretary, who is always glad to visit schools or to see any members of the Association at the Central Bureau by appointment.

### Loan Fund.

This Fund gives practical help to educated women who have to be self-supporting, and are without the means of paying for adequate preparation. Money is advanced for fees or maintenance during training; for the purpose of enabling the recipient to start an enterprise of her own; or for any other purpose approved by the Committee.

### The Secretarial Training Department

HAS AT PRESENT

## VACANCIES

for girls of good education who wish to qualify for

## POSTS

offered by the Appointments Branch of the Bureau.

One FREE SCHOLARSHIP Available.

### THE JOURNAL FOR EDUCATED WORKERS

# WOMEN'S EMPLOYMENT

CONTAINS NOTICES OF  
Vacant Posts

List of Recommended  
Schools and Institutions

Where to live economically

Best medium for Advertising.

Single Copies, 3d,	..	4d.	post free.
Three months' Subscription ..	..	2/-	.. ..
Six months' Subscription ..	..	4/-	.. ..
One year's Subscription ..	..	8/-	.. ..

5, Princes St., Cavendish Sq., LONDON, W.1

## The Professional World To-day.

THIS pamphlet is designed to give a short alphabetical review of the present state of the various professions that well-educated women can enter. It must be remembered that employment generally is continually fluctuating, the fluctuations being often symptomatic of deeper changes, so that expert independent advice is needed before entering any sort of training, since the growth and decay of professions can only be studied over a number of years.

It is not within the scope of this pamphlet to draw comparisons between the rival claims of various professions, since this is a matter largely dependent on the bent and circumstances of the individual, but it is hoped that it will be useful as a preliminary guide to students and those responsible for their vocations.

\* \* \* \*

### Accountancy and Book-keeping.

Elementary Book-keeping is a useful adjunct to secretarial training, but all the higher grades of this profession are open to women, and if the demand is comparatively small, it is for thoroughly efficient workers, to whom good salaries are offered. Chartered Accountancy needs a long training which few women have as yet accomplished, but the examinations are open to them, and posts are to be had for the very best.

### Advertisement Work.

Copy-writing offers a possible living for the girl who has a real "flair" for it, the method of entry being through any good firm of Advertising Specialists, most of whom employ women on the staff.

This must not be confused with the work of an Advertising Agent, one who works for a firm running the advertisements for a group of papers, and goes out to bring in clients for her firm. This is work at which some women succeed very well—but they should be careful only to work on salary plus commission basis.

### Architecture.

In this profession women have already acquired foothold here and there, and in Domestic Architecture especially, women are badly needed. All the highest examinations are open to women, and many are studying for them, but it must be remembered that this is one of those professions which is only advisable for the girl who is not immediately dependent on her earnings.

### Auctioneers.

The few women who have entered this profession are doing well, but a woman should, of course, have a connection with some firm before she thinks of starting in it. It is a profession where, with long and special training, a woman could do well, especially on the side of furniture, pictures, etc.

### Commercial Travelling.

This is a promising opening for women, and many

have been doing very well in it up to the present trade depression, beyond which it is difficult to see. Given first-class business ability, a good address, and the right personality, there is no reason why a woman should not hold her own and make a good income.

#### Crafts.

As regards Crafts, teachers for certain subjects are in some demand since the war. **Pottery, Basketmaking, Weaving, Woodwork**, find outlet through the Council schools and Women's Institutes. Many women who have acquired a very high standard in these crafts, especially that of Weaving and Pottery-making, are doing well in businesses of their own, and as teachers and superintendents of craft-groups. But the training, the outlay and the gradual working up of a connection put these more into the category of professions for those women who are not solely dependent on their earnings.

#### Dental Mechanics.

Since demobilisation, when a large number of disabled men were trained for this profession, there has ceased to be any demand for women, and a girl is not advised to take it up unless she has some definite post in view before entering training.

#### Dentistry.

Dentistry is a profession which women are often reluctant to take up, but in which the openings are excellent and the demand exceeds the supply. The training is long, as it is wise to take the full medical training in addition to the special Dentistry. Of course only women of assured strength and health should contemplate this profession.

#### Dressmaking and Millinery.

These professions offer excellent opportunity to the woman who is well trained and has good taste, real personality, and excellent business ability. She should have sufficient capital to look forward to possessing her own business, for manageresses and assistants are usually drawn from the class that enter as apprentices and work their way right up through the business. The best opening is in "residential" provincial towns, where the aspirant has already some connection.

#### Engineering.

Most of the Engineering Institutes are open to women, and the Women's Engineering Society is making tremendous strides in helping women in this profession. As is well known, women proved themselves so capable during the war in all forms of engineering work that a firm footing was obtained. Many women are in work in various branches of Engineering all over the country, but the actual openings are at present few.

#### Farming.

The small mixed holding of **Poultry, Pigs and Dairy** offers

good opportunity to two or three women together, who have sufficient capital and land to start on their own. In Poultry work especially women are doing very well, and here and there posts are to be had for well-trained women on some of the big Poultry Farms.

#### Fashion Drawing.

The very best can succeed in making a living out of this profession with good training, but it is somewhat doubtful and precarious, and should not be attempted without a thorough course of special training,—work on most of the women's papers being usually in the hands of a few popular and long-experienced women; but there are openings sometimes in the catalogue departments of the big stores, whose ranks are usually filled—and overcrowded—by the art schools.

#### Forestry.

This, like all pioneer professions, is difficult of entry, but one would not deter any girl who is greatly drawn to it from entering at the present time if she can afford the long training, and subsequent waiting for her opportunity.

#### Gardening.

This is a profession which has altered considerably since demobilisation and the return of the men. The best present opening is for those who have full training and sufficient capital to run their own small holding as **Market Gardeners**, with **Fruit Culture** as well as vegetables and flowers. The demand for women gardeners in private work is small, but the Jobbing Gardener for town and suburban work has opportunities if she has also enterprise and energy. Women Landscape Gardeners can do well, if they first have special training with some widely reputed firm.

#### Health Visitors.

For posts as Health Visitors the competition is extremely keen and the woman who has the best chance of obtaining work is one who has full nursing qualifications, the C.M.B. certificate and the special training for Health Visitor in addition. **Infant Welfare work** also falls into this category and the woman without these qualifications will not be likely to obtain any position of importance—the openings in any case are more frequent in the provinces than in London.

#### Hospital Almoners.

This profession is naturally, owing to the financial difficulties in which almost every Hospital finds itself at the present time, in a somewhat uncertain state. There are not, however, many fully trained women out of posts, and certain hospitals have recently appointed Almoners who did not employ them before. There is not at any time a need for a large number in this profession and therefore the selection of students can be, and is, very strictly made. The training in any case takes two years, with four months' preliminary practical experience. By the time therefore that the students entering now are fully trained, the

conditions of the Hospitals, under the various schemes of contributive payments, will probably be improved and those at present unable to afford the services of a trained Almoner's department will be again ready to open their doors, so that on the whole the prospects for the comparatively few women needed are good.

#### Household Science.

The many branches of this profession all offer excellent prospects to the thoroughly well-trained woman.

**High-Class Cookery** is in good demand for Lunch and Tea Rooms, Restaurants, Clubs, etc., in which also Cake-making and Confectionery are needed.

There is a strong demand for Lady Cooks who have taken an **Institutional Course** in Cookery, for Clubs, Hostels, Nursing Homes, Schools and Institutions of many kinds, but it is for the fully-trained highly-qualified only.

For those who have good experience as well as training there are excellent openings as **Manageresses** and **Housekeepers** in the same field.

#### Insurance Work.

Since most of the big insurance companies now include a separate Women's Department, there is, for the woman who can get a start a new field in this profession. The entry is usually through the secretarial branch—the clerk who shows special aptitude and keenness being given a trial on "outside" work, and if successful she can work her way up to a very good position.

#### Journalism.

The University of London now provides a Journalistic Diploma Course, but this naturally carries with it no certainty of work afterwards, and it is a risky profession for anyone to enter who has not special influence or great aptitude. One must differentiate between true Journalism—which is the presentment of news, and comments thereon—and Magazine work with which it has little in common. "Free Lance" work does not offer much opportunity for the making of a living, except in Short Story writing, if the work is marketable. For staff posts, almost the only entrance for women is through secretarial work. **Reporting** for daily papers gives little scope, but a bright quick girl can obtain work, usually through influence, and experience is best gained on a provincial paper first.

#### Laundry Work and Management.

Laundry Management is a profession that many women are taking up, and provided the full training in the actual Laundry Work is taken first there are good openings to be had as Assistant Manageresses, and heads of departments, leading to well paid posts as Manageresses, and with capital behind one, to the running of a private laundry, especially in the provinces.

#### Law and the Bar.

Many women are studying and training for this profession; one has already been called to the Bar in England, and two

others in Ireland, while several more are about to be called. Women are proving themselves on a par with men in the examinations, and it remains to be seen when they are ready, what openings they will make for themselves.

#### Librarianship.

Librarianship is a most interesting and eminently suitable profession for many women. The entry into it is difficult at the present moment, but it is a profession that has many possibilities in the future, with the increase of village, children's, and technical libraries. There are many women in work at present as librarians and assistant librarians.

#### Massage and Medical Gymnastics.

In Massage and Medical Gymnastics we find that the competition is keen, but work is to be had for the woman who has taken the full certificates of the Chartered Society. These certificates should be taken at one of the approved schools for training. Work in Hospitals is perhaps easier to obtain than the working up of a private clientèle unless the influence and connection with the medical profession is very good. Workers must be prepared to go where work offers.

#### Medical Profession.

Although there are a large number of students now qualifying, one must remember that it takes at least five years to train; and that therefore there is not an excessive number of qualified women coming on to the market each year—that the total number of students training has no reference to the number released at one time. There is never at any time much difficulty in obtaining good posts, if a woman is *ready to go anywhere*—especially abroad. The openings in India are at present excellent, and the demand for women in the state hospitals exceeds the supply. Medical Women can also obtain excellent posts under the L.C.C. and there the demand is about equal to, or slightly above the supply. As regards private practices, the openings are good *in the Provinces*, but it must be understood that the private practitioner should have sufficient capital or means to be able to wait while building up the practice. Half-time official or hospital appointments can often be made to coincide with private practice, especially if one has a partner. There are excellent openings under the Public Health Department and in Inspectorships of Schools, etc.

One must mention also the vast field that X ray and other research work offers at present, and women are eminently suited for the Analytical and Bacteriological branches of Medical Science.

#### Motor Driving.

This is a profession which has undergone complete change since demobilisation. One would not say that there are *no* posts for women, but they are rare, and usually demand some other qualification in addition—such as either secretarial or gardening work.

#### Nursery Nursing.

For the educated girl as Nursery Nurse there is a continual

FAWCETT COLLECTION

and strong demand, and this is a safe profession to recommend to girls who are really fond of children, and interested in the educative side of nursery work. A girl trained at one of the recognised Nursery Colleges has no difficulty whatever in finding good posts.

#### **Nursing.**

The demand for fully-trained and experienced nurses is large, and well-educated girls are badly needed as Probationers. The conditions and salaries for nurses have been greatly improved lately. Many posts outside private nursing are conditional on the applicant having also the full training in **Midwifery**, and this is strongly advised to be taken in addition.

There are many branches of Nursing which offer good scope, such as **Army and Navy Nursing, Prison Nursing, Mental Nursing** (Psycho-therapeutic), **Orthopædic**, etc., and another good additional training which can be taken is that of **Radio-graphy and Actinotherapeutics**, which offers good openings to women as Assistants to medical practitioners.

#### **Optical Work.**

This is a good profession for the woman with a scientific bent. The full training must be taken. Openings are then to be had, chiefly in the Provinces, as surgeons' opticians, provided the worker possesses sufficient initiative and personality and is not particular as to locality.

#### **Pharmacy.**

Pharmacy in its higher branches (that is to say not merely elementary Dispensing, for which there is little or no present opening) is a profession that offers opportunity to the fully-trained woman. Having qualified as Pharmacist, she may either continue her studies and take the higher Pharmaceutical diploma (Ph.C.) and go in for Research Work (for which several scholarships are available), as a stepping stone to becoming an Analytical Chemist; or two or three women with capital can open a business together in the provinces. Failing capital the student should commence as assistant in such a business. Openings are also occasionally to be had as heads of women's departments in the large stores.

#### **Photography.**

**Portrait Photography** is an attractive profession to the woman of artistic ability, who is willing to take a good training. Many women photographers, especially those who specialise in children's portraits, are doing well both in London and in the provinces, but, of course, capital is needed for the start, and until the enterprise is well established. **Press Photography** is a profession in which a woman can do well, architectural and interior photography of high standard being necessary to success.

#### **Probation Work.**

The need for Probation Officers is assured, and their value unquestionable now that Children's Courts are established. A Social Science University course is useful for providing a broad

basis, and following this a period of about six months' practical training under a Probation Officer is necessary.

#### **School Matrons.**

The demand for the right type of woman is good, full nursing qualifications and experience as assistant school matron being almost essential, but women of exceptional personality and high qualifications only are needed.

#### **Secretarial Work.**

In this profession fluctuation is very largely reflected in the economic condition of the moment. There is, however, always room for the really first class, highly qualified worker, especially if she has some experience in social work, or shorthand in one or more foreign languages. Having trained thoroughly, a girl can either take a commercial post; one as private secretary; or work connected with some society or institution. For Appeal or Organising posts the same initial qualifications are required with additional experience to be obtained first as assistant in a well-managed office, or organisation. Those who are considering training in Secretarial work, should remember that it is a *way in* to many other professions. It is also often the best basis for a business career.

#### **Social Work.**

Since social work became an organised profession it has crystallised into many different sections, each forming a specialised profession by itself. The need for workers in most of these branches is obvious though the salaries are not high, for the woman who enters such a career is not one who is thinking mainly of material reward. The various branches include:—

**Care Committee Work, Preventive and Rescue Work, Invalid Children's Work, General Relief Work, Work for the Charity Organisation and Kindred Societies.**

Another section is **House Property Management**, a profession that is steadily gaining ground. There is at present a surplus of trained women, but they are gradually being absorbed. The great value and need of such women is now recognised by public bodies as well as individual property owners, and the woman manager will find her future not only in reclaiming slum property, but also in the new schemes of Garden Cities and other building projects. It is a profession one can strongly recommend to women who can afford to wait for openings.

#### **Surveying, Estate and Land Agency.**

This is a new profession for women, but the Institutes admit women to membership, and there is at least one appointed as Surveyor on a Borough Council. For the woman with special bent and a determination to succeed there should be openings in the future, especially when combined with House Property Management.

#### **Teaching.**

This leading profession in all its branches can be safely recommended to candidates who are really suited for the work.

To-day there is a steady demand for teachers of every subject (except perhaps that of Art), provided that they are thoroughly trained.

**Elementary Teachers**, with a two years' training at a recognised college, **Secondary Teachers** with a degree and training college certificate, fully-qualified **Kindergarten** Mistresses, and teachers of special subjects, such as **Physical Training, Dalcroze Eurythmics, Dancing, Music and Domestic Science**, all are needed; so also are specialised teachers for the **Blind, Deaf and Dumb, and Mentally Defective**. It must be remembered, however, that candidates must be prepared to go anywhere after training.

#### Tea Room Work.

Tea Room Work in all its branches still gives a good opportunity to many women, especially in the provinces. For the woman who aims at owning her own business or becoming manager, it is essential to success that she should take a special course of training which includes the business side—costing, buying, keeping of accounts, waiting and general management, in addition to her knowledge of Cooking and Cake-making.

#### Welfare Work.

Welfare work is a profession which came into special prominence during the war, but since the subsequent industrial depression the outlook has necessarily somewhat changed. It is significant however that even during these abnormal conditions about two-thirds of the trained women are now employed and a certain demand for them in factories, businesses, etc., still continues and workers are still being placed. With the revival in trade that is bound to come the demand will undoubtedly grow, for employers are beginning to recognise the Welfare Worker as the link holding together the community of interest between employer and employee for the mutual benefit of the business, and it will therefore be essential to have ready in training the right woman to meet this demand.

The University training for Welfare Work recently instituted is advisable and at its shortest takes fully two years, so that the student entering now should—if the depression lifts, even slightly—be fairly sure of work when her training is completed.

\* \* \* \*

**ADDRESSES OF TRAINING SCHOOLS AND INSTITUTIONS** may be found in the newspaper "Women's Employment," price 3d., published twice a month by the Women's Employment Publishing Company, Ltd., 5, Princes Street, Cavendish Square, W.

Before deciding on a profession the student is invited to get into touch with the Central Bureau for the Employment of Women, where all that can be done to keep a finger on the pulse of employment is done, with the object of preventing chaos in the ranks of educated women workers, at this critical moment when order and the right advance are essential to their progress and well being.

# CAREERS

A Handbook giving information as to

## Trainings, Openings and Prospects in all Professions for Educated Women and Girls.

Price 2/6 ; Post Free 2/10

More than 100 openings are dealt with by Experts, and the articles are grouped in sections. Each section is followed by a table stating length and cost of training, and probable limits of salary.

PUBLISHED BY

**The Women's Employment Publishing Co., Ltd.,**  
5, PRINCES STREET, CAVENDISH SQUARE, W.1.

## The London School of Weaving

13, Old Cavendish Street, Cavendish Square, W.1.

Established 1898. (Off Oxford Street, near Oxford Circus.) Tel.—Mayfair 6595.

Lessons given in Spinning, Weaving, Tapestry and Dyeing.

A large assortment of Hand-woven Silks, Linens, and Woollens always in stock.

Spinning Wheels, Looms, and all Articles of every kind required for Spinning and Weaving sold on the premises.

## NATIONAL HEALTH SOCIETY

53, BERNERS STREET, OXFORD STREET,  
LONDON, W.

### TRAINING COURSES for Health Visitors, Infant Welfare Workers, etc.

(Recognised by the Board of Education and accepted by the  
Ministry of Health.)

TERMS BEGIN JUNE, SEPTEMBER and APRIL.

Apply—F. LANKESTER, Secretary, National Health Society,  
53, Berners Street, Oxford Street, London, W.1.

If you need  
BOOKS  
for any  
EXAMINATION  
write to—

**J. POOLE & Co.,**  
104, Charing Cross Road,  
LONDON, W.C. 2

FOR A QUOTATION BEFORE TRYING  
ELSEWHERE.

Always a large stock of  
SECOND-HAND  
BOOKS  
at about half prices.

BOOKS BOUGHT AT  
GOOD PRICES.

**A. & F. DENNY, Ltd**, 163a, Strand, London, W.C.2

Carry the largest stock of Books in General Literature—  
School and College Text Books, Economics and Kindred  
subjects. They have also a fine selection of up-to-date  
Technical and Scientific Books.

Write or call for anything you may require.

The  
**Beauchamp Book Club**

(Booksellers to Bedford College,  
University of London).

Educational and General  
Booksellers

*Circulating Library with ideals.*

23, BEAUCHAMP PLACE, S.W.3

Tel. Western 2258.

**That Book you want!**

Foyles have it, or will quickly obtain it.

1,000,000 vols. (Second-hand  
and New) in stock on every  
conceivable subject, including  
the largest collection of Books  
for Study in the British Isles.  
Books sent on approval. Cata-  
logue 103 free. Mention re-  
quirements. Books purchased.

**FOYLES, The Booksellers**  
121/5, Charing Cross Rd., London

Buy from Foyles and save money.

**EDUCATIONAL SUPPLIES**

**Philip & Tacey, Ltd.** Showrooms: 143 High Holborn, W.C.1.  
and 69-79, High St., Fulham, S.W.6.

**MUSIC** for every type of School and every variety of school  
entertainment may be had in the CURWEN EDITION.

*Write for catalogue and state your requirements.*

**J. CURWEN & SONS, Ltd.** 24, Berners Street, LONDON, W.1

**FOR SCHOLASTIC APP**

**PAMPHLET**

in Public and Private, Secondary and Preparatory Schools  
at home and abroad, candidates should apply to—

**TRUMAN & KNIGHTLEY, L<sup>TD.</sup>**

SCHOLASTIC AGENTS

who are in close touch with all the leading Schools.

*No charge for registration.*

*Low rate of commission.*

Offices: 61, CONDUIT STREET, LONDON, W.1

Telephone: MAYFAIR 1063 (3 lines)

Telegrams: TUTORESS, LONDON.