

Tuesday, December 19, 2006

Joint Meeting with Bellevue ... Coast Bellevue Hotel

Speaker: Sandra Wright

Topic: "Three Habits of Healthy Women" ... 1 CPE

Standing Reservations do NOT apply

Do You Know the ABCs of Career Change?

Making a career change is one of the toughest job-search challenges. For clarification, "career change" means much more than "job change." A career change means choosing a completely new profession or industry. A "job change" is simply changing employers within the same industry and profession.

Why do people change careers? The two main reasons are: the industry or occupation becomes obsolete (or is outsourced overseas) or job dissatisfaction (If you dread going to work on Monday morning, you're probably in this category.)

What makes a career change so difficult? After all, most job seekers attempting a career change know exactly why they would do well in a new profession or industry. The problem comes down to communication. Most job seekers have difficulty communicating in their resume their ability to excel in a new career. Resumes, by definition, focus on career experience (history), but career changers need employers to see their expertise (current skills) in order to be viewed as a viable candidate.

If you are attempting a career change, it becomes easier when you understand the ABC's of career change: Assess, Bridge and Communicate

Assess what you want changed. Before you can make a successful change, you must decide what needs changing. Is it the duties you perform? Your overbearing boss? Your current geographic location? The industry you work in? The size of company you work for? The level of responsibility you hold? Once you pinpoint your exact source of unhappiness, you're on your way to making the correct choice for change.

Bridge the gap between what you've done and what you want to do. The key to selling yourself based on your expertise rather than your experience is transferable skills. Transferable skills work like bridges to help you cross over from one industry to another or one occupation to another. Transferable skills are those skills you now possess that qualify you as a viable candidate for your career change.

Communicate your ability to excel in your new profession or industry. Your resume is your front-line communication tool to prospective employers. No matter how well you interview, if your resume doesn't sell you, there won't be an opportunity to convince them in person. Use your accomplishments to prove the strength of your transferable skills, and you'll get interviews faster and with more enthusiasm.

An experienced career coach can help you apply these ABCs to your current resume and your interview skills. Once you practice the ABCs of career change you'll be on your way to changing your career and changing your life—for the better!

Deborah Walker, CCMC -- Career Coach ~ Resume Writer

Find more job-search tips and resume samples at: www.AlphaAdvantage.com Email: Deb@AlphaAdvantage.com



President's Message

December 2006

Good Things Come in Three's

As accountants, we like continuity and completeness. We also like numbers. So, I thought a numerically related message would be something we could all relate to as well as have fun with.

You have probably heard the phrase "Good things come in three's." Some things just naturally flow from one thing or event into another and then still another. You see it when one good book becomes a trilogy and when baby makes "three."

When you think about it, there are numerous groupings of three's in which the individual parts don't seem complete without being a part of its related trio. Here are some triplets that quickly came to me:

Red, White and Blue (Very patriotic)

Earth, Wind and Fire (My first 8 track tape in 197?)

Larry, Moe and Curly (Among my nephew's favorites)

Successful organizations require successful committees. In natural 1, 2, 3 progressions, they identify a need, develop a plan, and spring into action. Since a committee of one really isn't a committee, it naturally needs to grow. When it does, each committee member strengthens the other. In turn, every committee contributes to developing the talents, network, and interrelationships of each member in the organization.

Our nominating committee will be forming soon to put together a slate of officers whose terms will begin July 1, 2007. So, ask yourself (me, myself and I) which three committees you would like to join. Email your preferences to Liz at pastpresident@aswseattle.org, listing them as your 1st, 2nd and 3rd choices – or just ask to join all three! You can find the list of committees by clicking on this link to our website: <http://www.aswaseattle.com/committeeList.htm>

Don't hesitate and think "Lions and tigers and bears – oh, my"! Instead, say "I am woman, hear me roar; in *numbers* too big to ignore"! (Thank you Helen Reddy.)

President@aswaseattle.org

Jana Helmuth



Announcements

ASWA Wants to Hear About You!

ASWA wants to know about your chapter's success! Please keep us informed of upcoming events, unique chapter initiatives, and outstanding women in the news. Email this information to aswa@aswa.org for inclusion in the monthly *ASWA Member News* e-newsletter.

EFWA (Education Foundation for Women in Accounting)

Do you buy The Tax Book every year? Are you in the market for one this year? The five professionals who previously authored Quickfinder author The Tax Book. This year you have the opportunity of making your money work twice as hard for you. Buy your books through EFWA. You save on the cost of each book, and at the same time you are funneling dollars to fund scholarships for women in accounting. The EFWA awards four-year scholarships to women in need, women in transition, and also scholarships to women in PhD programs. Please visit www.efwa.org and place your order.

Fall CPE Seminar

When: Friday, December 8, 2006. Registration opens at 8:00 a.m.; first session begins at 8:30 a.m.

Where: Seattle University, Pigott 100

Benefits: Breakfast; lunch; outstanding CPE; a chance to reconnect with Seattle University alumnus and faculty; and network with members of ASWA.

Topics:

- International Tax Reporting for Individual Taxpayers
- Pension Protection Act of 2006
- Trusts and Estate Planning Update
- Compensation Outside of W-2

Speaker Notes – November 15, 2006

**Speaker: Tamera Wachter;
Seattle Branch Manager, Robert Half International**

Topic: “Managing Your Career In Today’s Business Environment”

- Employees change jobs more frequently in today’s job market. Three to six years is the average time spent in one job.
- Networking can be a valuable tool in a job search. You never know who is going to be the person to introduce you to your next job opportunity.
- Job seeking is a form of self-marketing (selling a product = YOU)
- You can differentiate yourself from other candidates by doing thorough research on not only the company, but also the industry (trends, recent developments and challenges.)
- Saving the business cards of people you meet over the years with a note as to when and where you met them can help with your networking down the road.
- Before going in to a job interview it is good to think about your strengths. Confidence in your self is key in a job interview.
- Have your own personal "elevator pitch" ready in your head. When people ask you "what do you do?" be able to confidently and concisely sum up who you are, what you offer and what you need.
- Using career websites to find a job is challenging because the competition is much greater in the "visible, formal job market." Networking gives you access to the "invisible, unadvertised job market."
- The purpose of a resume should be to get the employer interested enough to want to meet you. It is not necessary to tell everything you have ever done. The use of paragraphs is generally not recommended for most resumes. Bullet points and some white space on the page make resumes easier to read.
- In preparation for an interview you can Google the company as well as the CEO, CFO and other top executives.
- Have good questions ready to ask the interviewer about the job and the company ie: How long has the position been open? and other questions to give you a sense of what kind of environment you would be entering into if you accepted the job.



Strategic Plan Goals for 2006 – 2007

Program: Provide 12 monthly dinner meetings, of which 10 qualify for CPE credits and offer 40 hours of CPE.

Membership: Approve 24 new members during the year.

Member Retention: Retain 90% membership using the following formula: beginning of year membership MINUS non-renewals and transfers out DIVIDED by beginning of year membership.

Member Participation: Encourage 75% participation measured by any committee or dinner meeting, including dessert auction, seminar, and group event or community service project.

Mentoring: Organize association’s resources to launch a mentoring program by July 1, 2007.

Next Journal Deadline:

**Tuesday,
December 19, 2006**

The Seattle Chapter of the American Society of Women Accountants, to serve its members’ interests, publishes the *Journal* monthly.

If you have news, seminars, community meetings, committee meetings or an article you would like published, attach the file (preferably in Word™, single spaced with no tables, boxes or irregular formatting) and send via email to **Marilyn Wilt** at journal@aswaseattle.org.

Calendar of Events

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|--------------------------|---|
| December 19, 2006 | Joint meeting with Bellevue
Coast Bellevue Hotel |
| January 17, 2007 | Executive Board: 5:45
Jana Helmuth’s home |
| January 24, 2007 | Board Meeting: 6:30
Jana Helmuth’s home |
| January 24, 2007 | Monthly Meeting
College Club |
| February 28, 2007 | Speaker: Diane Dewbrey, President,
Foundation Bank |
| February 28, 2007 | Monthly Meeting
College Club |

ASWA Mission Statement

The mission of the American Society of Women Accountants is to enable women in all accounting and related fields to achieve their full personal, professional, and economic potential and to contribute to the future development of their profession.

ASWA Claim Statement

For women who seek advancement in the accounting profession, ASWA is a professional membership organization that provides the leadership skills required for success. ASWA provides experienced mentors and a supportive, non-threatening environment to practice business management and establish a professional reputation among peers.