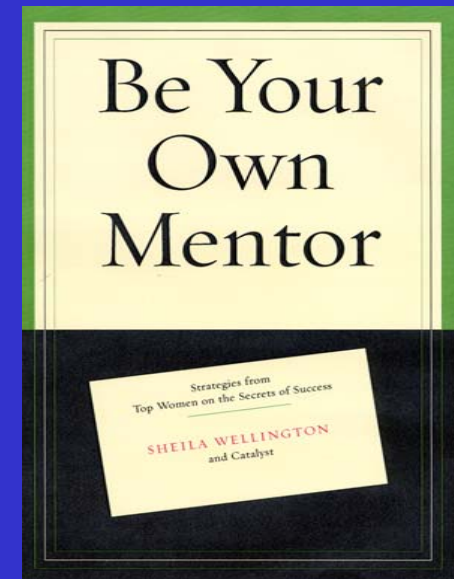


Be Your Own Mentor

Strategies from Top
Women on the Secrets
of Success



catalyst



Advancing Women in Business

Dual mission:

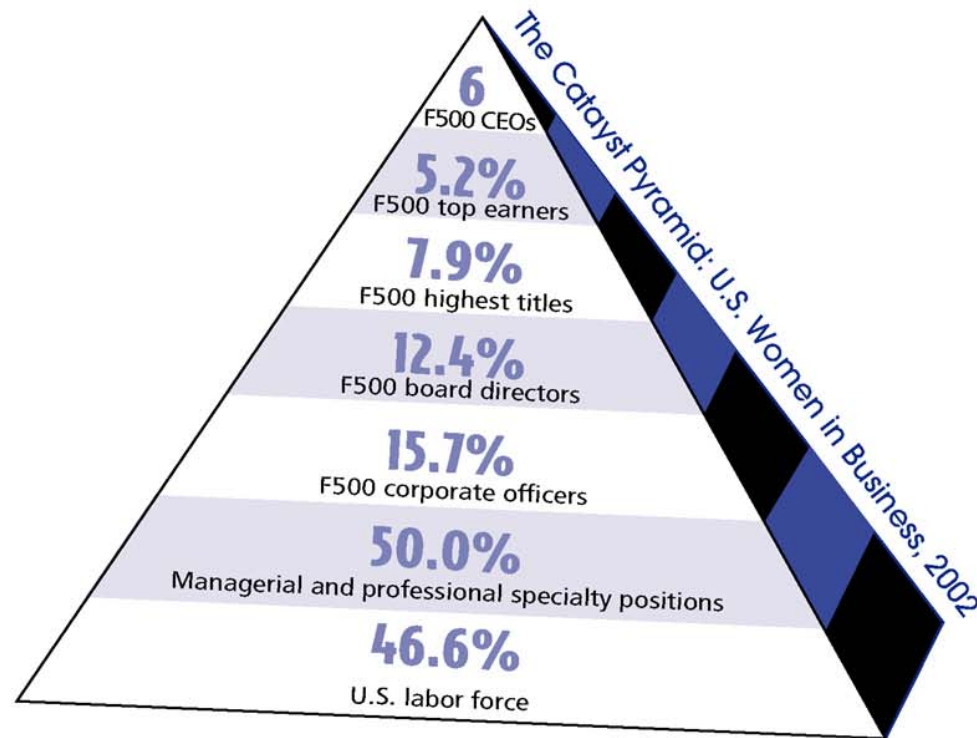
- To enable professional women to achieve their maximum potential
- To help employers capitalize fully on the talents of their women employees



Our Programs and Services

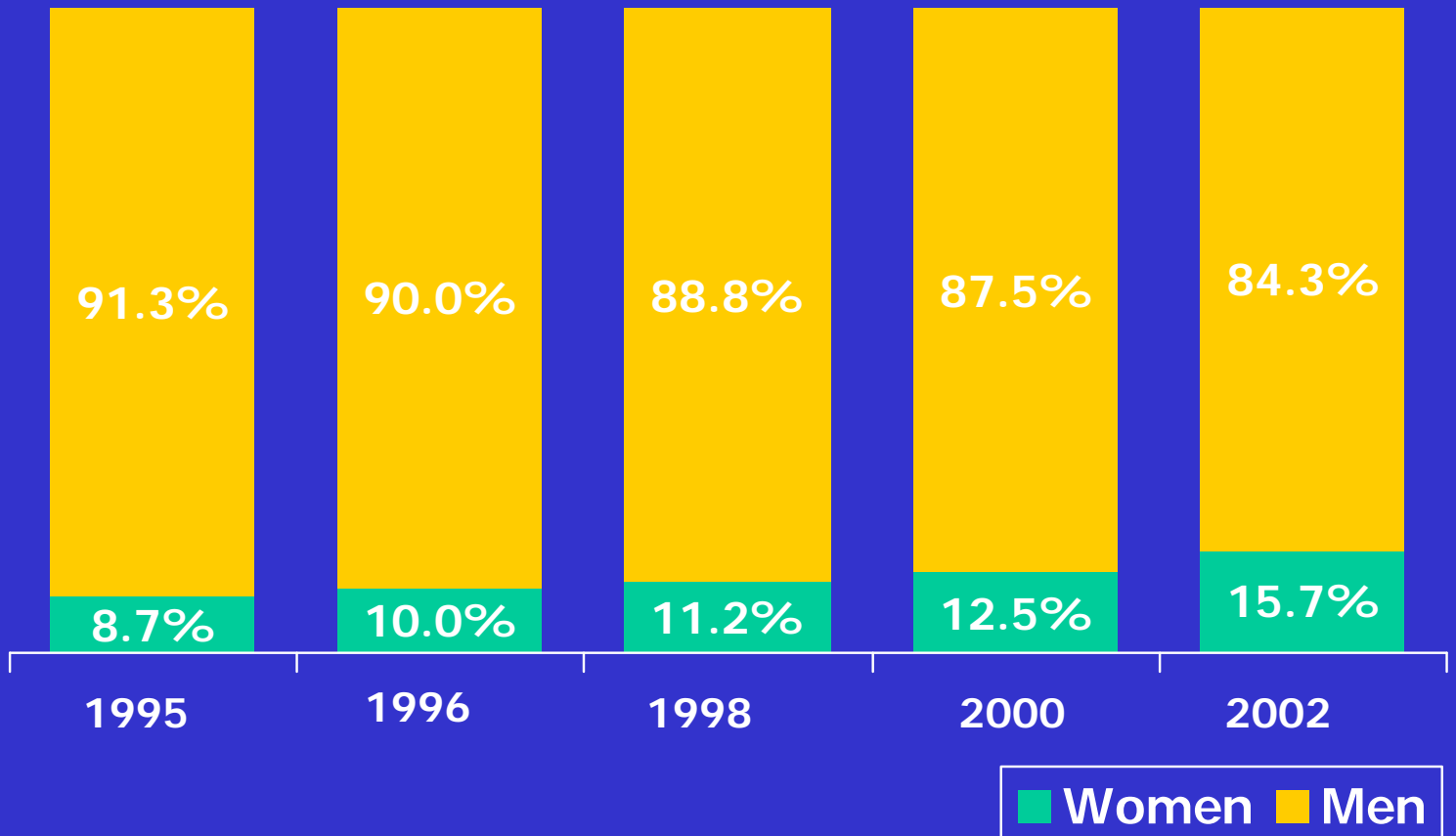
- Research
- Advisory Services
- Corporate Board Placement
- Membership
- Books and Publications
- Catalyst Award

Women in Business



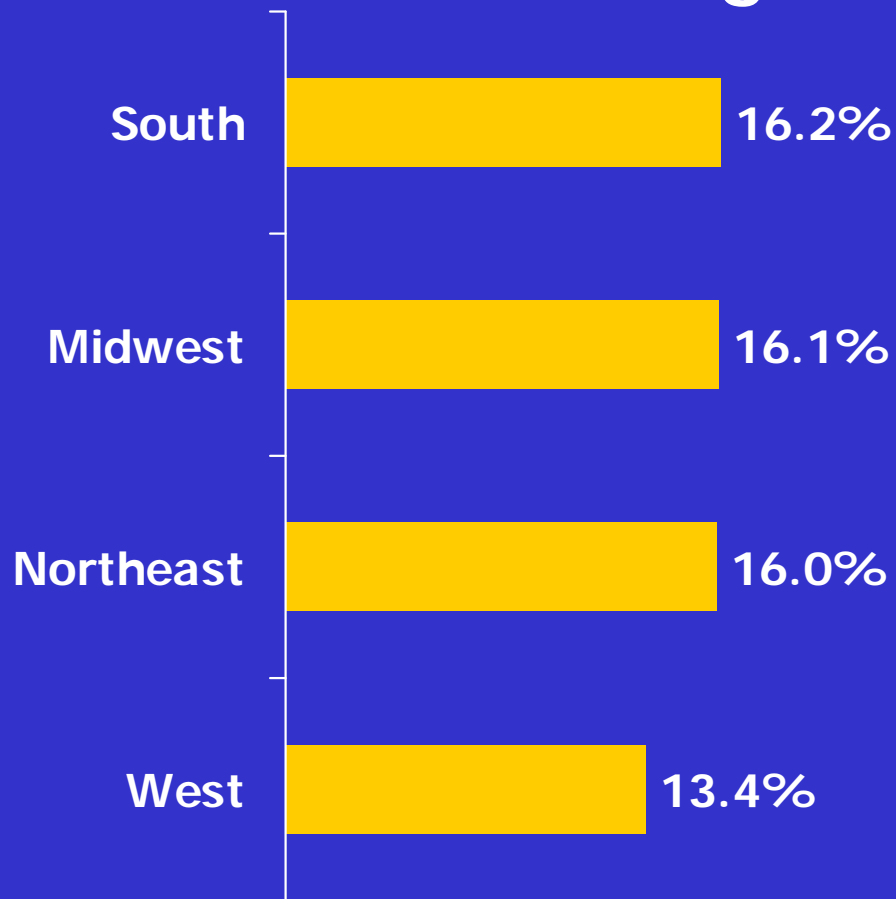
Sources: Bureau of Labor Statistics, Employment & Earnings, January 2002;
Catalyst, 2001 Catalyst Census of Women Board Directors;
Catalyst, 2002 Catalyst Census of Women Corporate Officers and Top Earners;
"Women CEOs" *Fortune*, April 15, 2002

Number and Percent of Women Corporate Officers: 1995–2002

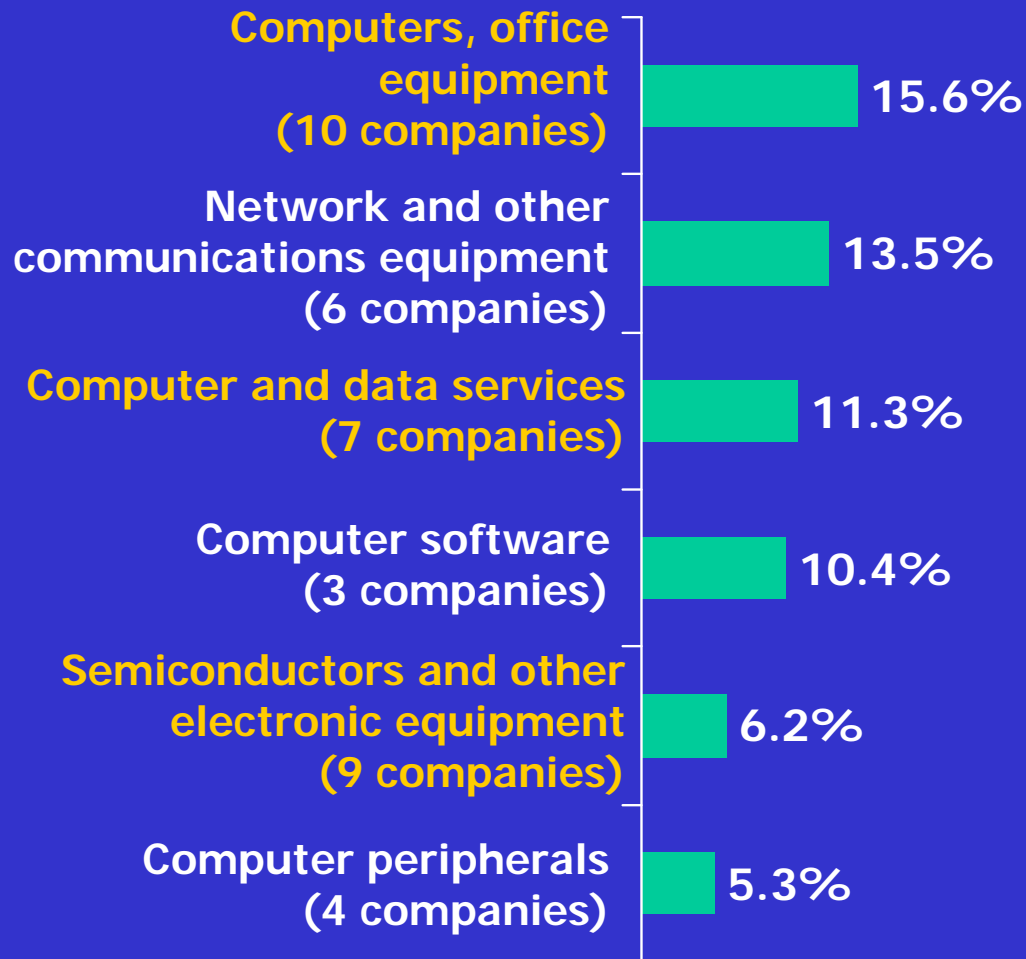


COTE Regional Breakdown

Percent of Women Corporate Officers by Region



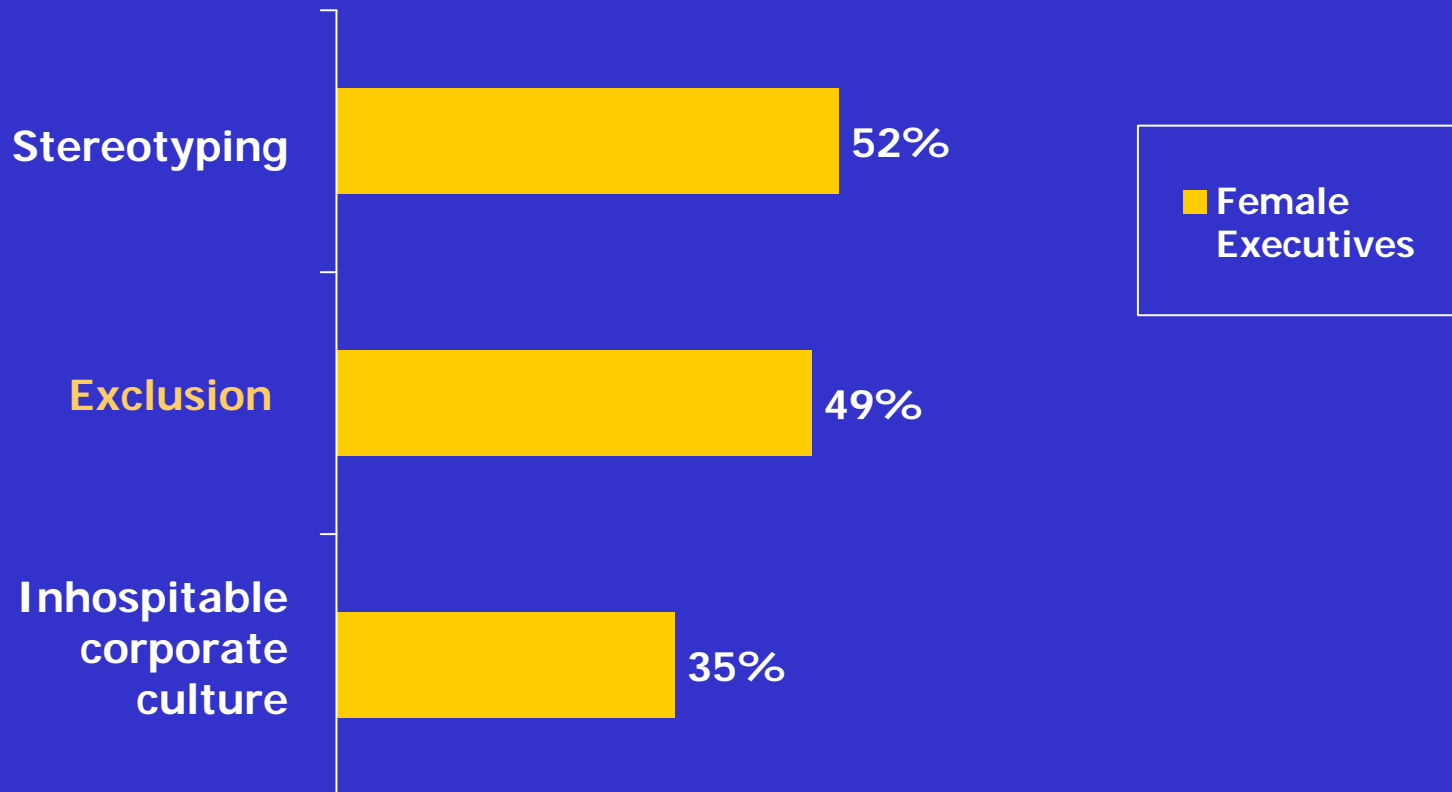
Women Corporate Officers in High Tech by Industry



The average percentage of women corporate officers in high tech is 11.1%

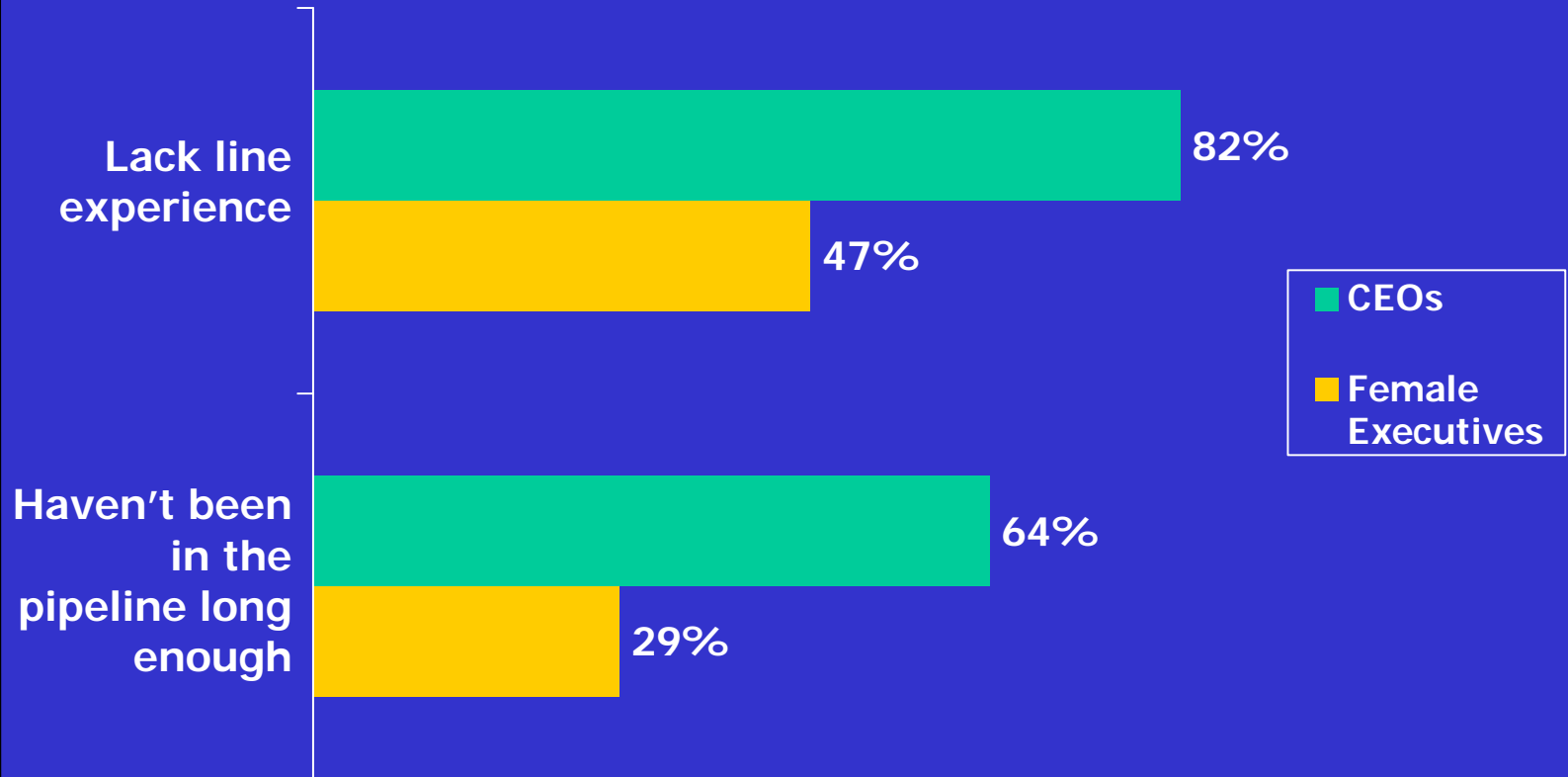
Barriers to Advancement

For female executives



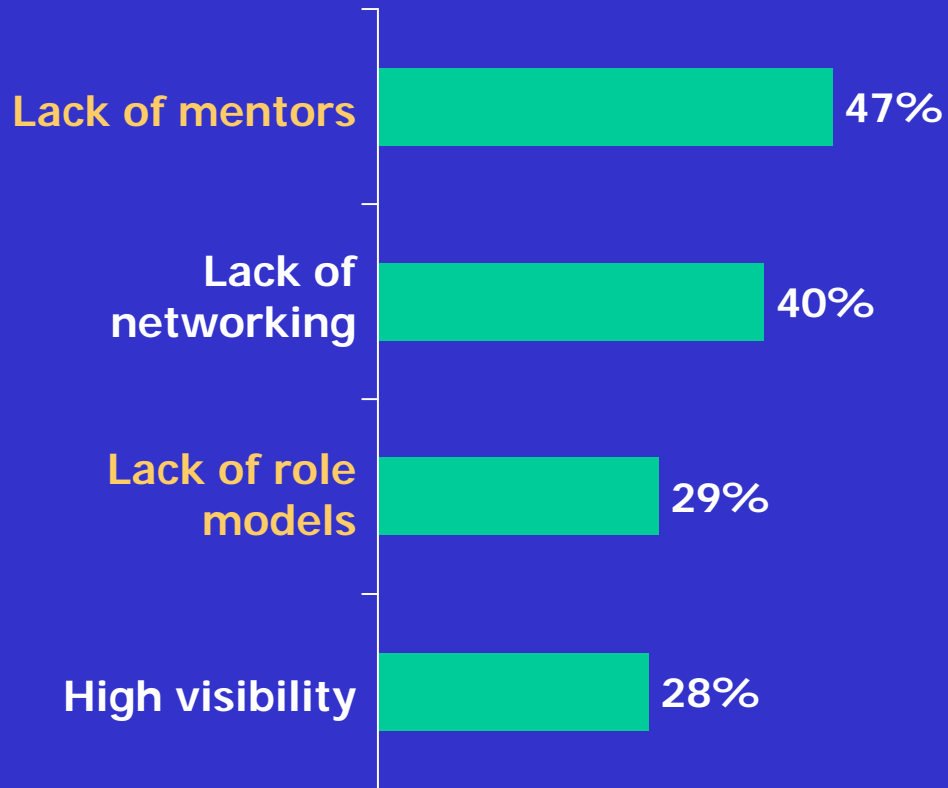
Barriers to Advancement

According to CEOs



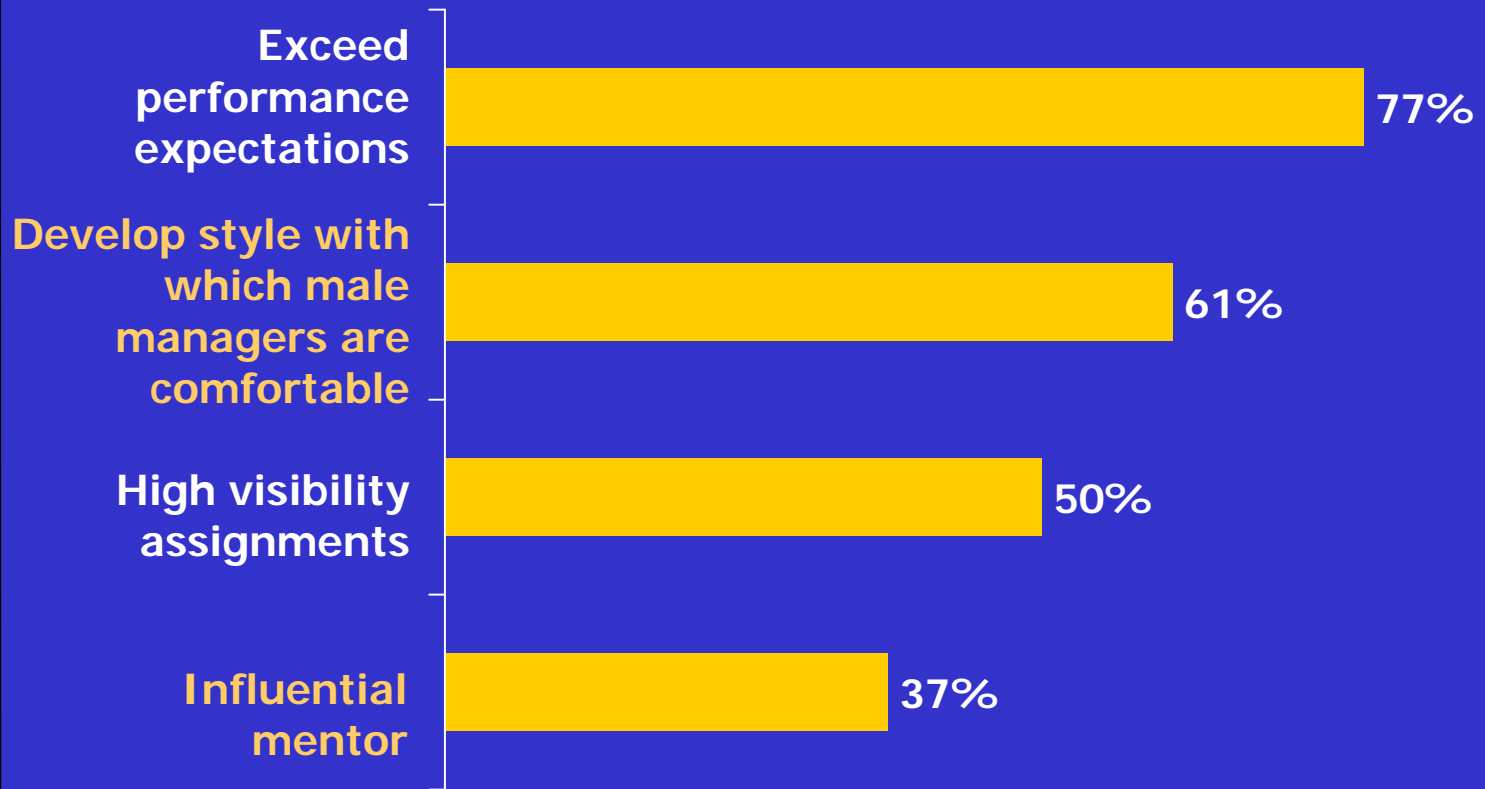
Barriers to Advancement

For women of color



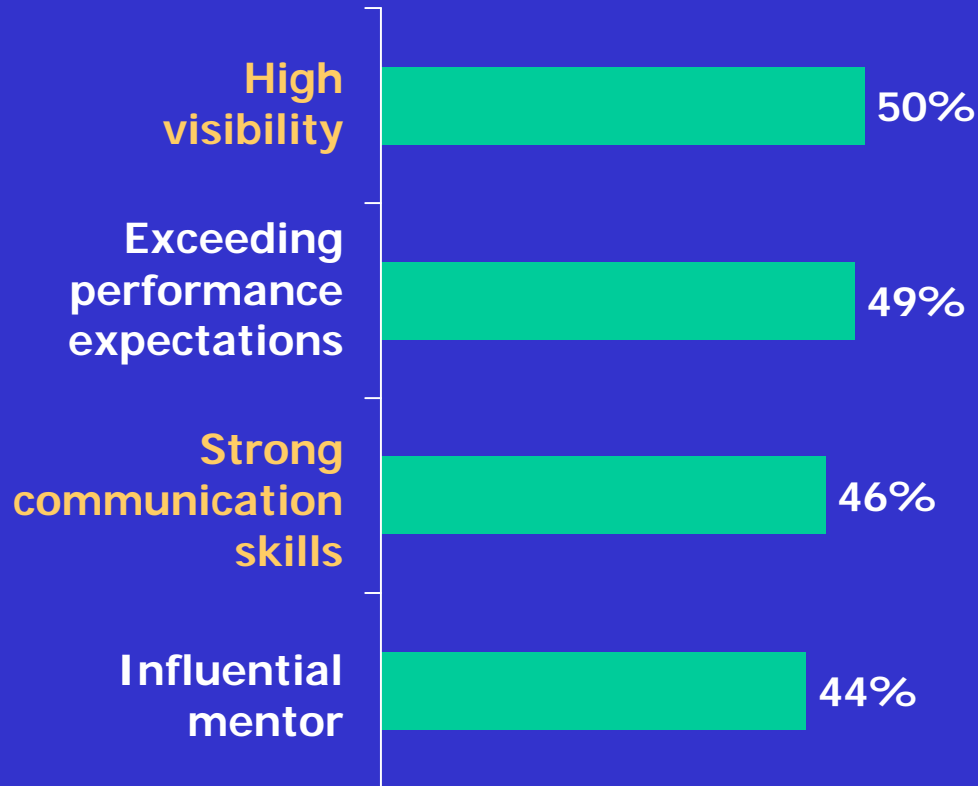
Success Factors

For female executives



Success factors

For women of color





What is a Mentor?

Mentors are guides. They lead us along the journey of our lives. We trust them because they have been there before. They embody our hopes, cast light on the way ahead, interpret arcane signs, warn us of lurking dangers, and point out unexpected delights along the way.



What roles can a Mentor play?

- Guide
- Coach Advisor
- Advocate



Roles for Mentors

"I advise women to build a personal mosaic of experts and guides that will cover each of the areas where you need specific information and advice. Someone who's good at office politics, someone who's a good time manager, and so on."

-Carol Bartz
Chair, CEO and
President, Autodesk



How can you find a mentor?

- Tap into a formal mentoring program
- Be reasonable with your expectations
- Think strategically about who you can approach
- Be flexible

How can you be a good mentee?

- Exceed performance expectations
- Demonstrate your openness
- Listen carefully and incorporate advice
- Ask questions
- Inform your mentor of accomplishments and failures
- Provide feedback on advice
- Give back. Be loyal. Return favors.
- Become a mentor

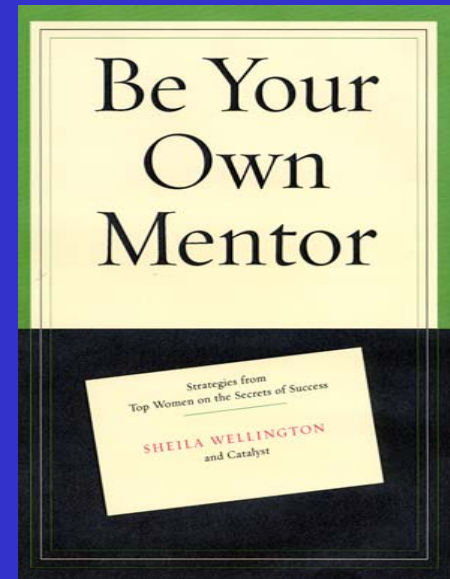


The Role of a Mentee- Don'ts

- Act defensively
- Expect an automatic promotion
- Feel entitled to time and attention
- Be judgmental
- Breach a confidence

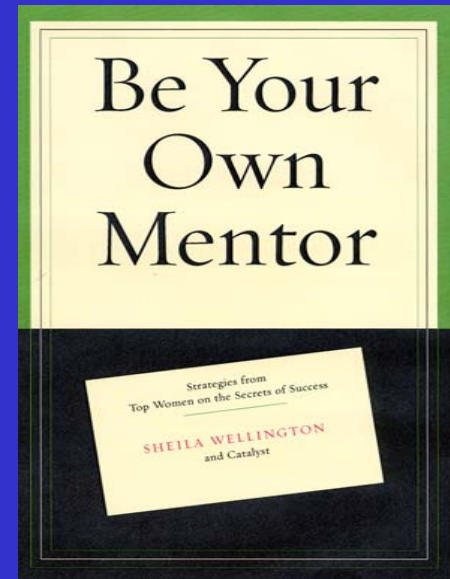
Be Your Own Mentor

The Eight Axioms for Advancement



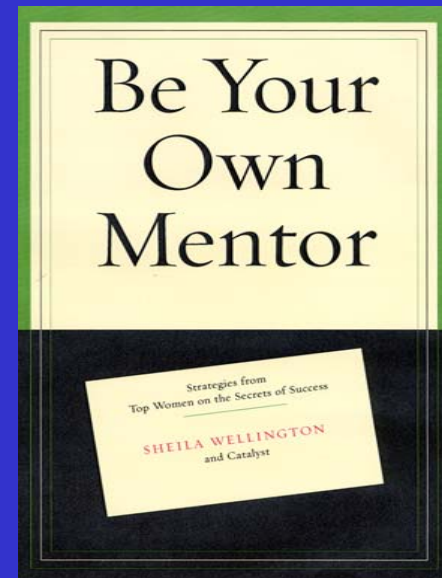
1. The best isn't good enough

- Talent and hard work alone do not bring success
- It's not what you know, it's who knows you know it.



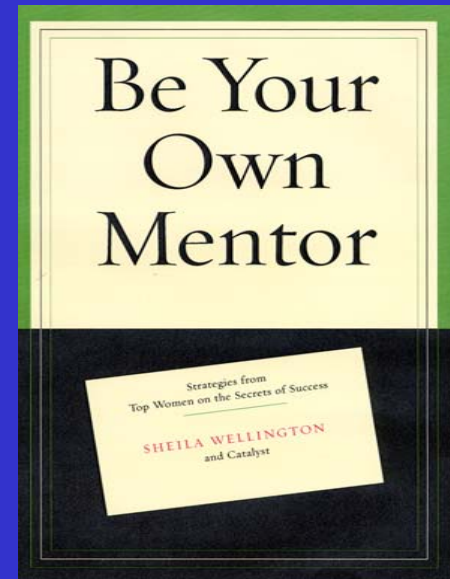
2. Time is of the essence

- Manage your time
- Be planful, but flexible



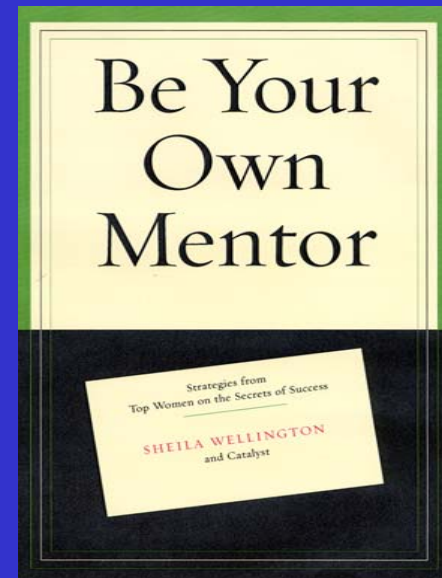
3. If you don't blow your own horn, no one else will

- Increase your visibility
 - join associations or professional organizations
 - speak up at meetings
 - get your name in print



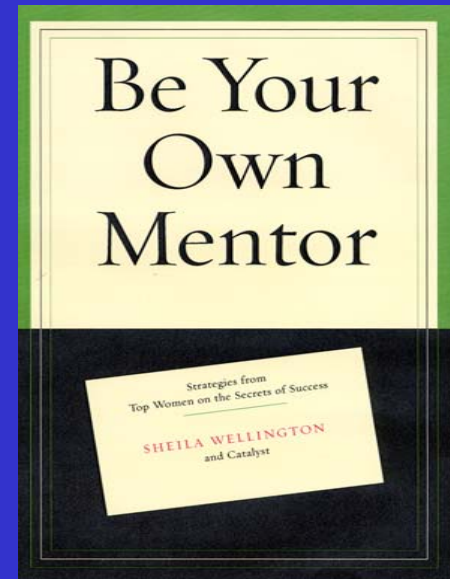
4. Expertise Impresses

- Become indispensable
- Get credentials



5. Nothing comes to she who waits

- Be proactive
- Network,
network, network!



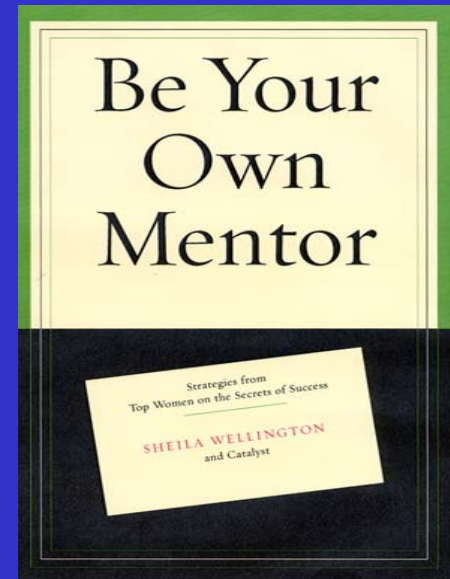


Network, Network, Network

- Cultivate internal and external relationships
- Think of networking as part of your job
- Keep up with old contacts
- Look outside your immediate work circle
- Cultivate relationships across race, gender, age and area of focus

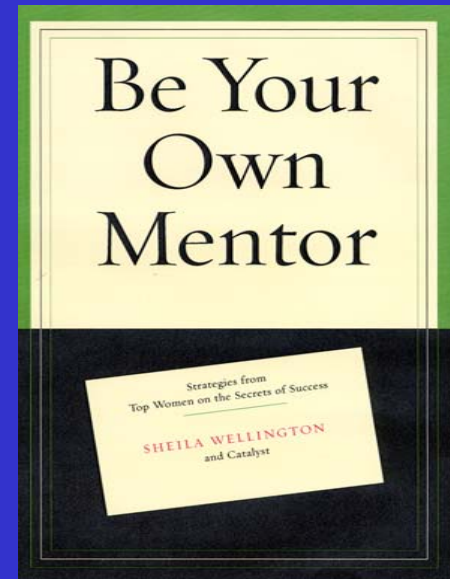
6. It's not just corporations that need to diversify

- Pursue broad experience
- Profit/Loss responsibility



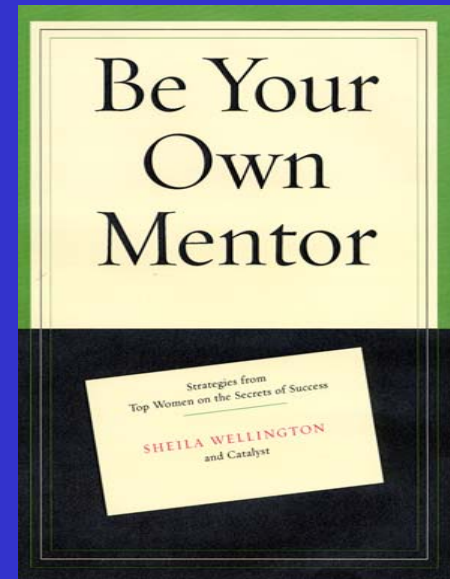
7. Fortune favors the brave

- Be bold
- Take risks



8. Money matters

- Know your value
- Negotiate your worth



Keeping the faith

I want a woman to know she's packing her bags for a long experience. She'll do many things, have many jobs, relationships. If she believes there are many steps in the journey, she won't get discouraged when a couple of them get tough. Her whole career isn't doomed when something goes bad. Stay calm. There are a lot of things in that bag.

– Carol Bartz
Chair, CEO, and President Autodesk