

Job Sharing

Problem: Branches are unable to fill leadership positions (i.e., officer positions).

Solution: Promote job-sharing where two persons do the work required for one position.

Implementation: How can you make job-sharing work?

Identify and recruit co-officers with complementary skills relevant to the position

Skill Sets

- One has excellent technical skills, one has excellent interpersonal skills
- One has excellent writing skills, one has excellent speaking skills

Experience Necessary

- One has AAUW leadership experience, one may not but is willing to learn

Time availability

- One can attend to AAUW matters during the day, one can attend to them in the evening

Leadership tendencies

- One is visionary and motivational, one is practical
- Neither are at extreme ends of the spectrum of traits and skills
- Each have excellent listening and communication skills
- Both are available and dependable
- Both are flexible
- They have complementary leadership styles
- Neither has a trait that the other can't work with well

Identify natural divisions of labor for the position

- Public Policy
 - Report on federal issues / Report on state issues
 - Report e-mail alerts / Write short articles or letters to editor
- Newsletter
 - Publish September-December newsletters / Publish January-May newsletters
 - One does layout and design / One does distribution
- Program
 - Co-program VPs plan an equal number of events
 - Split duties and tasks for event planning
- Membership
 - Identifies prospective members / Follow up and recruits prospective members
- AAUW Funds
 - Plan Fellows Event / Plan the LAF event / Plan a Title IX event/
- President
 - Manage administrative parts of the job / Manage the motivational aspects of the job
- Any position
 - Performs tasks that involve travel / Perform tasks that don't involve travel

Case Study

Person A is new to AAUW and joined because of her interest in pay equity. Professionally, she is an editor of science books, and she telecommutes. She has never joined a group of any kind. She is always on Facebook but, in person, is quiet, shy, and not talkative. She says she doesn't have any ideas for events and wants to be told what to do. **Person B** has been with AAUW for 20 years. She teaches 8th grade. She likes to talk by phone, checks email about twice a week, and doesn't know what Facebook is. She has held various positions in the branch and has many ideas about what to do for the year.

- 1) How well do Person A and B complement each other for job sharing? (Discussion)
- 2) Should Persons A and B share an office? (Discussion)