

TALKING POINTS PREPARED FOR
SECRETARY ELIZABETH HANFORD DOLE
FOR OST PANEL BRIEFING ON THE WOMEN'S INITIATIVES
NASSIF BUILDING
WASHINGTON, D.C.
SEPTEMBER 30, 1983

* As you are aware, we have developed a nine-point program to improve career opportunities for women in the Department.

* We've put together this briefing to answer your specific questions about how the program works.

* This program is one of my top priorities and it has my full commitment and support.

* I have sent a memo to the Heads of the Operating Administrations asking them to report directly to me on the progress of the program in each agency. I have also asked them to brief their employees, because I believe it is extremely important that all employees are informed of the opportunities available to them.

* As the first woman Secretary of Transportation, I feel a keen sense of responsibility to make sure I can make a contribution to women in transportation.

* It's no secret that women form a small minority within the transportation field. As of 1980, they comprised about 16 percent of the overall work force.

* Clearly, there is substantial room for growth. And the place to begin is at DOT.

* When the Department was established in 1967, 18.5 percent of its total work force was female. Today, 16 years later, women still represent only about 19 percent of the staff.

- * Women in grades GS-13 and above make up only one percent of the DOT work force, while men in those grade levels represent 30 percent of the work force. The average grade level of men at DOT is 11.7, as compared to 7.8 for women.
- * From the number of talented women I have met at the Department, I am convinced we can achieve better results.
- * The nine-point program we have developed to increase career opportunities for women will help us get closer to our goal.
- * The program includes a range of initiatives from entry level to senior management positions.
- * A brochure on all nine initiatives — including programs in upward mobility, co-op education, air traffic controller training, mobility assignments, management training and SES candidate development — is now available from Personnel.
- * Please help me spread the word to other women in the Department about these opportunities and encourage them to take advantage of the program.
- * I would like to add that I've briefed the Cabinet on our program in DOT and have suggested that it be adopted at other Federal agencies.

* But our program could not have come this far without the hard work and commitment of some people in this room -- Bob Fairman, Bob Smith, Jon Seymour and their staffs.

* For the past week, we've been holding a seminar for prospective women managers in Williamsburg. Last night, I met with the class participants. The level of enthusiasm I saw in the women I met there convinced me that our initiatives are already working.

* I am so pleased to see all of you here today.

* I encourage you to take full advantage of every opportunity for which you qualify.

* You have my sincere wishes for every success.