

The “Preparing for Success” Fall Forum is an all-day conference, designed to provide useful and practical information for high school girls headed for college and the work place. The Montgomery County Women’s Bar Foundation designed, planned and has offered this program every November, beginning in 2001. The program offers workshops that address interviewing, resume writing, career choices, getting into college, and a section on helping young girls stay safe while in high school and also on the internet. The entire day is free of charge. Co-sponsors include the Montgomery County Commission for Women, the J. Franklyn Bourne Association (African-American legal association), the Maryland Hispanic Bar Association, Montgomery College and Montgomery County Public Schools.

The four workshops that are offered to the girls cover a variety of information. The “Getting Into College and Paying For It” workshop addresses the college entrance process, including the FAFSA forms, effective essays and a primer on what college admissions people are looking for. “Survivor’s Guide to Independence” enlightens the girls about the “real” costs of living on their own. Credit card use and misuse are discussed, as well as budgeting issues in general. The workshop “Resume Writing and Interview Techniques” presents effective resume writing and interview techniques, including mock interviews. The last workshop, “Street Law and How to Stay Safe,” is always a favorite. A police officer and an Assistant State’s Attorney cover risks and safety issues in social settings. The presenters also include information about the internet and the dangers of Myspace and Facebook. We continually modify the presentations based on feed-back and re-assess each year as to which workshops are most effective.

The day starts off with registration and breakfast, followed by a keynote speaker, who addresses the girls for approximately 20 minutes. Each year we have had a strong, accomplished woman speak to the students with the hope that they will provide inspiration and guidance. The list of keynote speakers includes: Dominique Dawes, Olympic Gold Medal Winner; Olivia Fox, local radio personality; Julissa Marengo, Telemundo Television; Wendy Thompson, Telemundo Television; Susie Kay, Founder & President, The Hoop Dreams Scholarship Fund; Alana Beard, Washington Mystics, Rashida Jolley, former Miss District of Columbia 2000 and Erricka Bridgeford a motivational speaker and mediator.

The workshops begin with the girls divided into eight (color-coded) groups, who then cycle through all of the four workshops. To accommodate the total number of attendees we provide two workshops on each topic. The girls break for lunch (in two separate time-slots), and then complete their workshop rotation. We conclude with an informal fashion show to demonstrate appropriate clothing choices for interviews and the workplace. The fashion show has evolved over the years; we now use girls who are attendees, giving them a few minutes of prep time before the show. The group loves seeing their “own” on the stage modeling for everyone. In the morning, (if we have time), and at the fashion show we distribute raffle prizes. These include such items as

purses, umbrellas, cosmetics and gift certificates to local malls, hair salons and movie theatres - all donated by local businesses.

Every year the program draws 200-300 participants from mainstream schools as well as alternative school programs. In 2007, the committee included a Spanish-speaking curriculum as a pilot project. Thirty girls attended parallel workshops, presented by Spanish speakers. The response was overwhelmingly favorable.

The Fall Forum planning committee recruits girls from local high schools by sending letters to the principals, career and guidance counselors in every Montgomery County public high school. Members then go to as many high schools as they can, to speak with the counselors and students. We have found that a personal connection at the schools elicits the greatest response. The committee also recruits from private schools, alternative schools and independent living programs by calling and sending publicity flyers. Recruitment also includes making personal contact with social service agencies, the Maryland Department of Juvenile Services, public and private service agencies, the Girl Scouts, churches, synagogues and libraries. "Preparing for Success" also has a website (preparingforsuccess.org) where the girls can learn about the program, register and view pictures from previous years.

Each year the Montgomery County Women's Bar Foundation solicits funds from local attorneys and businesses to pay for the expenses of the day. Our gross income in recent years has been just over \$10,000. We publish the names of all our sponsors, both monetary and in-kind, in the event's program, as well as in the Women's Bar Newsletter. The largest expense is for food with approximately \$1,200 spent on lunch. Breakfast and miscellaneous snacks run about \$200 - \$300. Starbucks, McDonalds and local bagel shops donate coffee, juice and bagels.

Further costs include a small honorarium for our keynote speaker and \$100-\$150 for the graphic designer who makes our event signs. All surplus money is earmarked for our annual scholarship program which began six years ago with Fall Forum funds. The scholarship awards go to local law school and Montgomery College students. To date, the Foundation has given over \$40,000 to twenty-five students. Montgomery College provides its facilities to us at no cost, and in return, the Foundation dedicates a minimum of one scholarship each year to one of the College's students.

There are approximately 15-20 Montgomery County Women's Bar Association chapter members involved in the planning and implementation of this annual program. Members of both the J. Franklyn Bourne Bar Association and Hispanic Bar Association also participate. On the day of the event, we have over 50 volunteers, including local attorneys, judges and law clerks. The students attendees have responded enthusiastically to the program over the years. Our hope is that each of them will come away with some useful tools, as well as inspiration from the keynote speaker and the knowledge that professional women are keenly interested in their future success.

Katherine D. Savage
President, Montgomery County
Women's Bar Foundation

LIST OF CONTRIBUTORS

The "Preparing for Success" sponsors and high school participants greatly appreciate the generous contributions and support of the following:

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"Preparing for Success"

November 22, 2008

Keynote Speaker
Erricka Bridgeford

Sponsored by:

Montgomery County Women's Bar Foundation

Co-Sponsored by:

J. Franklyn Bourne Bar Association, Maryland Hispanic Bar Association,
Montgomery College, Montgomery County Commission for Women, Montgomery
County Public Schools, and Montgomery County Women's Bar Association



Program Schedule – Blue

10:00 – 10:30	HT Building	Registration
10:30 – 11:10	HT Building Globe Hall	Introduction by: Judge Katherine Savage, Circuit Court for Montgomery County Keynote Speaker Erricka Bridgeford
11:15 – 12:00	HS Building Room 215	<u>Workshop I</u> Survivor’s Guide to Independence
12:05 – 12:50	HT Building Room 400	<u>Workshop II</u> Getting into College and Paying For It
12:55 – 1:40	HS Building	<u>LUNCH - B</u>
1:45 – 2:30	HT Building Room 137	<u>Workshop III</u> Street Law and How To Stay Safe
2:35 – 3:25	HT Building Room 402	<u>Workshop IV</u> Resume Writing and Interview Techniques
3:30 – 4:15	HT Building Globe Hall	<u>Fashion Show</u>

Raffle Prizes to be drawn at the conclusion of the Fashion Show

Workshops and Presenters

- I. **Getting into College and Paying For It**
Audrey Hill, Transfer Counselor and Professor,
Montgomery College
Dorothy Elford, Director, Financial Aide Office,
Montgomery College
Sondra Mandell, Guidance Counselor
Gaithersburg High School (retired)
Marlis Carter, Guidance Counselor
Gaithersburg High School
 - II. **Survivor’s Guide to Independence**
Vera Doukmajian, Department of Health and Human Services
Jacqueline Middleton, Professor, Montgomery College
 - III. **Resume Writing and Interview Techniques**
Elena Chiru, M.Ed., Career Counselor, Montgomery County
Commission for Women
Besa Pinchotti, Director of Marketing and Public Relations,
Capterra, Inc.
 - IV. **Street Law and How To Stay Safe**
Maura Lynch, Esq., Montgomery County State’s Attorney’s Office
Sheri Koch, Esq., Montgomery County State’s Attorney’s Office
Officer Dana Matthis, Montgomery County Police Department
Officer Diane Tillery, Montgomery County Police Department
- Fashion Show**
Lili Khozeimeh, Esq., Montgomery County Circuit Court
Heather Collier, Esq., Law Offices of Dragga, Callahan, Hannon,
Hessler & Wills

Raffle Prizes

Student “models” from the audience!

**IT'S
ALL
FREE!**

Preparing for Success!

**Getting Into
College &
Paying for It**

**Resumé
Writing &
Interview
Techniques**

**Survivor's
Guide to
Independence**

**The
'Right Look'
Fashion
Show**

**Street Law
& How To
Stay Safe**

**Lunch
Provided!**

**Raffle
Prizes!**

November 22, 2008

10:00 am - 4:30 pm

**Montgomery College, Germantown Campus
Humanities & Social Science Center
20200 Observation Drive
Germantown, MD 20876**

**Registration is in the HS Humanities
and Social Sciences Building.**

FREE BUS SERVICE from these pick-up points:

9:00 Watkins Mill HS
9:15 Gaithersburg HS
9:30 Quince Orchard HS
9:15 Montgomery Blair HS
9:30 Einstein HS
9:15 Paint Branch HS
9:30 Blake HS

For more information, please call Lilli Khozeimeh, Esq., 301-340-9090.



**Mail-in registration form is on the back
or you may register on-line at**

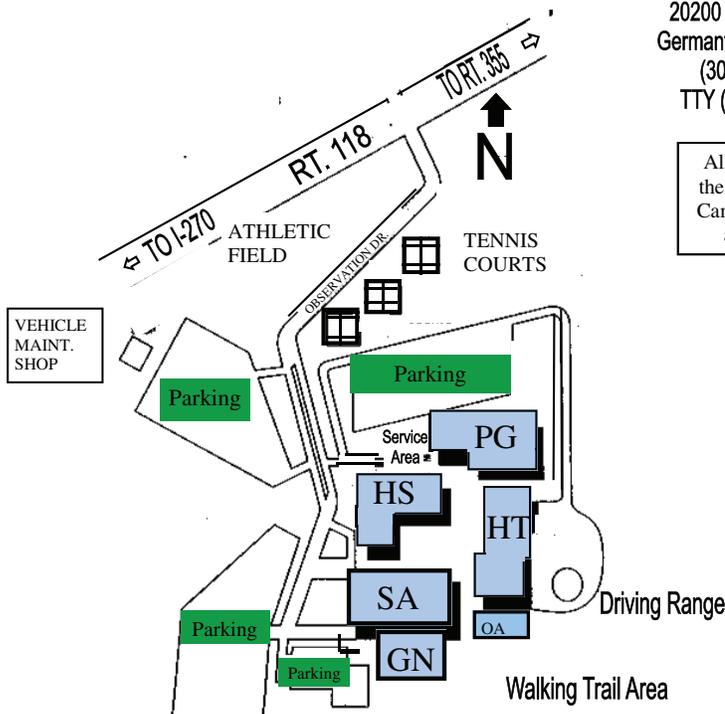
www.preparingforsuccess.org



Montgomery College Germantown Campus

Montgomery College
20200 Observation Dr
Germantown, MD 20876
(301)353-7700
TTY (301)540-2133

All buildings at
the Germantown
Campus are fully
accessible.



Legend of Buildings

- GN Greenhouse
- HS Humanities and Social Sciences
- HT High Technology and Science Center
- OA Office Annex
- PG Physical Education Complex
- SA Sciences and Applied Studies Building
(Security Office and Admissions, Records and Registrations)

Sponsored by: Montgomery County Women's Bar Foundation, Montgomery County Public Schools, Montgomery College, Montgomery County Commission for Women, J. Franklyn Bourne Bar Association, Maryland Hispanic Bar Association.



To register, please complete the Pre-Registration Form below, and mail to:

Lilli Khozeimeh, Esq., *Dragga, Callahan, Hannon, Hessler & Wills LLP*
110 North Washington Street, #300, Rockville, Maryland 20850

or go to: www.preparingforsuccess.org

Name: _____

Address: _____

Telephone Number: _____

E-mail Address: _____

High School Attending: _____

Grade Level: _____

