A. BRIEF OVERVIEW OF AGENCY SETTING

Dress for Success Missoula consists of:
1. The Boutique where the client suitings take place.
2. The Career Center is where all the client career services take place.
3. Sorting and storage where the sorting and storage of donated clothing take place

Dress for Success is a dynamic and fun place to work. It is very rewarding to see the transformation in the women we help.

B. DESCRIPTION OF CLIENT GROUP

Dress for Success serves clients by referral only, and women must have an interview scheduled before receiving clothing. Our clients come to us from a continually expanding and diverse group of non-profit and government agencies including homeless shelters, immigration services, job training programs, educational institutions and domestic violence shelters.

The mission of Dress for Success is to promote the economic independence of disadvantaged women by providing professional attire, a network of support and the career development tools to help women thrive in work and in life. While we may be best known for providing suits to women, it is our employment retention programs that are the cornerstone of the organization. Soon after Dress for Success was founded we came to recognize that finding work is only one step in a woman's journey towards economic independence; remaining employed and building a rewarding career are essential if a woman is to become self-sufficient.

C. LEARNING OPPORTUNITIES

Students will work in multiple areas, beginning with assessing the needs of clients referred to the agency. Once the needs assessment is complete the student will act as a personal shopper for the client and suit them with an interview outfit, and set them up with referrals to other participating agencies for further interview preparation. In our career center students will act as a job coach and again assess the needs of clients, and work with them on resume preparation, job search skills and interview preparation skills. Students will participate with the launch and continuation of our Professional Women’s Group which teaches job retention skills to women.

D. EXPECTATIONS OF STUDENTS

Conducting needs assessments of clientele, and creating a list of agencies to refer them to for additional assistance. Suiting clients as they come in with job appropriate interview outfit and accessories, suit clients with mix and match job appropriate wardrobe to get them through the first week of employment. Aid clients in the career center with resume preparation, job search skills, interview preparation skills and job retention skills. Helping to sort and display clothing in the boutique so it is available for client suiting. Photographing clients and placing photos on our Facebook page. Representation at Dress For Success Missoula Events and occasional help with event promotion.