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**LONDON SOCIETY FOR WOMEN'S SERVICE,
58, Victoria Street, Westminster, London, S.W.1.**

President : - Miss PHILIPPA FAWCETT.
Treasurer : - The Hon. Mrs. SPENCER GRAVES.
Secretary : - Miss PHILIPPA STRACHEY.

**HAMPSTEAD BUREAU FOR
EDUCATED WOMEN WORKERS**

(PART-TIME)

177, FINCHLEY ROAD, N.W.3.

(By kind permission of the Hampstead Public Baths Committee).

**Office Hours : MONDAYS, WEDNESDAYS & FRIDAYS,
10—1.**

Local Committee—

Chairman : - THE MAYORESS, MISS FRASER.
Vice-Chairman and Hon. Treasurer : - Mrs. S. L. COCKS.
Mrs. BRIAULT. Mrs. G. H. EDWARDS.
Miss K. FRASER. Mrs. HACKETT.
Miss M. E. ISAACS. Miss C. TUCKER.
Mrs. C. P. PARK. Mrs. HANCOCK NUNN.
Miss M. THORNE. Mrs. MEYER.
Organizing Secretary : - Miss M. A. HUTCHESON.

The Bureau is not run for profit or charity. Should any surplus accumulate it will be used by the London Society for Women's Service to extend the scheme to other parts of London.

Scale of Fees:—

EMPLOYERS, or those interested, Subscriber's fee of 5/- per annum.

„ **Suiting Fees :** 1/- for a one day worker.
2/6 for an occasional worker.
5/- for a regular worker (non-resident).
10/- for a resident worker.

WORKERS. Booking Fee, 1/-

„ **Suiting Fees.**
Where payment is under 5/-. No charge.
Odd Jobs : { „ „ is over 5/- to 10/- 6d. per job.
„ „ „ 10/- to 15/- 9d. „
„ „ „ 15/- to 20/- 1/- „
„ „ „ 20/- 1/6 „
Permanent Jobs : 5% on first three months salary.

Societies using the Bureau to pay as Subscribers.

The rate of pay for workers varies according to the nature of the work, but the **MINIMUM** (for needlewomen and home-helpers) is 8d. an hour and travelling expenses.

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First Annual Report.

APRIL, 1920.

The Hampstead Part-time Bureau has been in existence for exactly a year, and in that time the experiment, begun at first with some misgiving, has amply justified itself. That such a scheme was wanted was obvious to all; for in these days of high prices increasing numbers of educated women require to supplement their incomes, while increasing numbers also are obliged to make shift with less regular assistance in the business of family life. That the part-time workers could relieve the overworked mothers in all sorts of odd jobs and semi-domestic capacities was plain from the outset, but the question was whether the amount of detailed organisation necessary to put the two together would be justified by the results; whether the very occasional and scrappy nature of the work would not make the expense of labour and organisation excessive. There was also some doubt as to the adaptability both of workers and of employers, but both doubts have been laid to rest by the results of the first year's work, which also warrants the hope that financially the Bureau may soon achieve self-support. The experimental scale of fees at first adopted has been modified on the recommendation of the L.C.C., and little fear is felt that it will not pay its way in the future.

It is, however, very important that everyone using the Bureau should remember that upon the payment of fees its continuation depends, and that suiting and booking fees should if possible be paid up at once without waiting for the unnecessary expense of reminders.

Much of the success of the Bureau is due to the generosity of its friends, first among whom are the Organisers of the Rosslyn War Hospitals Supply Depot; the De Bear Schools and the Management Committee of the Swimming Baths who have lent central and convenient premises rent free; the ladies who gave their drawing-rooms for meetings, Mrs. Cocks, Mrs. Briault and Miss A. Maude Royden; Dr. and Mrs. Hackett, who lent the Hall of St. Peter's Church for the same

purpose and the speakers at those gatherings, Miss Ferard, Mrs. Corbett Ashby and Mrs. Oliver Strachey. The Bureau is also greatly indebted to the anonymous guarantor of £100, half of which sum has been paid in to the Bank, and to several voluntary workers who have given valuable clerical help.

As to the volume of work accomplished, the record is very satisfactory. Up to the 12th March the number of applicants for work has been 374 and the number of employers 203. From these two elements, 206 suitings have been secured, some quite temporary and some of a lasting, though part-time character. Between April 1919 and March 1920, 1,220 interviews took place at the Bureau; many of those who could not be suited were given helpful advice and information on an enormous variety of subjects connected with employment, and the wide publicity which the scheme has secured promises to lead to similar developments in many other parts of the country.

That both workers and employers appreciate the detailed attention given to their needs is shown in a great variety of letters and in the steady flow of subscribers who have supported the enterprise. On the whole the workers are middle-aged rather than young, and although numerous unexpected and entertaining odd jobs have been provided, the great bulk of the work is of that semi-domestic character which might be expected. Women have been found to help the mothers of families in many a crisis, in school holidays, sudden illnesses, removals and so on. Gardeners, motor car cleaners, telephone attendants, receptionists, needlewomen, upholstresses, and mother's helps have found satisfactory employment. But the demand for teachers and clerical assistants is disappointingly small.

It is impossible to survey the practical good done by the Bureau during the year without paying a tribute to the devoted work of the Secretary, Miss M. A. Hutcheson. For work such as this, tact, patience, and attention to detail are essential, and the triumphant success of the first year is largely due to her efforts.

HAMPSTEAD BUREAU FOR EDUCATED WOMEN WORKERS (Part-time).
Statement of Income and Expenditure, Year ended 29th February, 1920.

EXPENDITURE.				INCOME.			
	£	s.	d.		£	s.	d.
Organiser's Retaining Fee ...			15 15 0	Donations ...	36	13	6
Organiser's salary ...			75 0 0	Fees ...	74	12	3
Office expenses ...			12 6 10½				111 5 9
Stationery and printing ...			20 6 7				
Postages and telephone ...			10 6 3½				
Travelling expenses ...			2 1 0				
Licenses ...			3 4 0				
Advertising ...			5 0 9				
Sundry Expenses—							
Press ...	0	2	0				
Bank charges ...	0	13	4				
Lever press stamp ...	2	2	0	Balance (deficit) ...			35 12 1
			2 17 4				£146 17 10
			£146 17 10				

Balance Sheet at 29th February, 1920.

LIABILITIES.				ASSETS.			
	£	s.	d.		£	s.	d.
Guarantee ...			50 0 0	Cash Balances—			
Organizer's Salary, February ...			8 6 8	Headquarters ...	2	1	9
				Petty Cash ...	0	19	3
				Bank ...	19	13	7
							22 14 7
				Balance, deficit for the year ...			35 12 1
			£58 6 8				£58 6 8

I certify that the above Balance Sheet and Statement of Income and Expenditure are in accordance with the Account Books and Vouchers which I have examined.

W. E. LLOYD,
Incorporated Accountant.

23rd April, 1920.

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