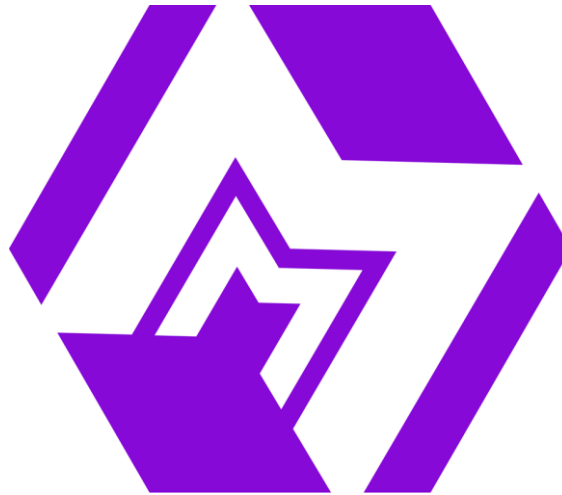


HOW TO BE A MODERN MUSE



The Modern Muse Charity

Led by girls, for girls

...

www.modernmuse.org

Registered charity number 1171843

Founded by Everywoman Ltd

Why we need you to create a profile

Research shows that many girls, feel employers prefer to hire men over women, and that visible **role models** can demystify **stereotypes** and encourage girls to consider diverse careers.

Modern Muse makes female role models **accessible** to girls everywhere, regardless of their location.

Being a Muse is a **time-efficient** way of giving back and you can make a difference to many girls' futures.

Please take the time to create a **full profile** on Modern Muse so the next generation can be inspired by your story.



How it works

You share your education, [career journey](#) and advice. You also post [images](#) and articles relevant to your work life (optional) and answer anonymous questions from students.

Girls [discover you](#) by searching for subjects, companies, sectors, or your name if they've already met you.

They learn about:

- The [breadth of career](#) opportunities available
- How they might get started in a chosen career
- [The path](#) you have taken to where you are today
- Your day-to-day experiences
- The [career opportunities](#) that partner companies offer

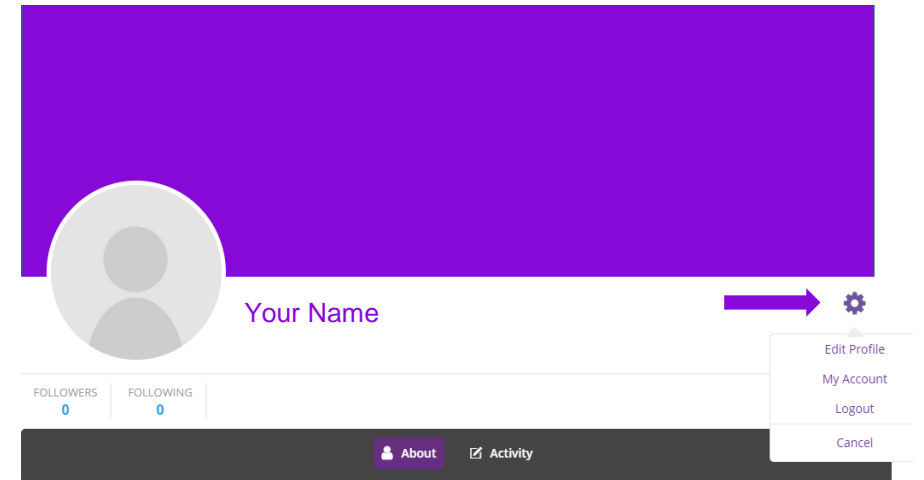


Your profile

Before you start, please **commit** to completing a **full profile**.

This is important as girls have told us that incomplete profiles discourage them from using Modern Muse again.

- ❑ Go to www.modernmuse.org and select 'Sign up' from the main menu, scroll down and click on the Muse icon
- ❑ Complete all the fields and click the 'Register' button, this will take you to your profile page
- ❑ Select the purple cog (see picture) on the right hand of the screen and select 'Edit Profile'



Unsure what to ask? Why not ask one of the questions on our [inspiration list](#)?

1. Your career

- Add a photo of you or one that represents you - max: 1.9MB
- Add a cover photo (landscape - max: 1.9MB) e.g. your team, office, an event
- My Journey - add your key roles and companies (include career breaks) in chronological order. Describe each role with no jargon, about 3-lines. You can add 10 roles plus your current job
- Current Job – add your current job title (this will display at the top of your profile)
- Company I Work For – add your current company name. If your company is a Modern Muse partner this will link your profile to your company's profile page
- Add a short description about your job
- Tell the audience about your favourite job and what made/makes it great

Recommendation: Save regularly by clicking 'Update Profile' at the bottom of the profile.

2. About you

- About Me - share a bit about yourself, include interests that support your career, challenges, how you overcame them etc.
- Where I'm Based - add the town/city, country – where you're based job-wise
- Select the language/s you speak
- Sector - select the sector your job falls under
- My Career Insights - share learnings, tips or advice
- Job Category – select the category that best reflects your current job



Recommendation: Save regularly by clicking 'Update Profile' at the bottom of the profile.

3. Your education

- Qualification - if relevant, add higher education qualification/s
- College/University - if relevant add name of each college or university
- City/Country - if relevant add the city and country that the college or university is located e.g. Norwich, UK
- Subjects - select the subjects you studied at secondary/high school
- Schools - add the name of your school/s
- Share what you liked/disliked about your education and what has been useful in your career
- Share an image of yourself during your education

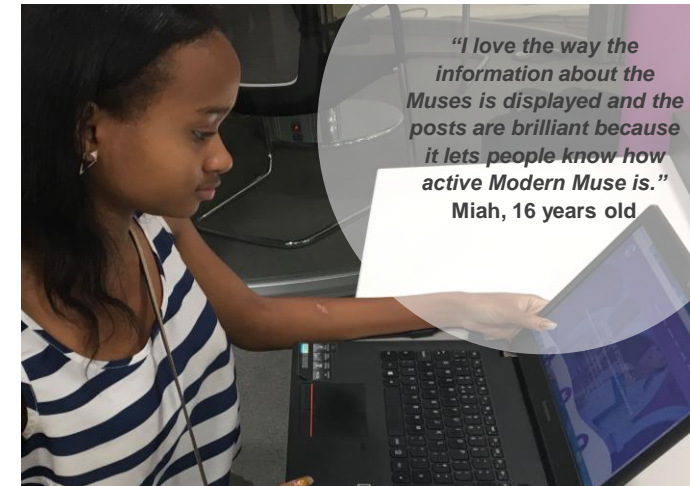


Recommendation: Save regularly by clicking 'Update Profile' at the bottom of the profile.

4. Skills, aspirations and links

- ❑ Share important skills for your job e.g. creativity, presentation, influencing
- ❑ Share how you developed your skills and how girls could start developing these skills at school
- ❑ Share the job/career you wanted when at school, if you didn't know please explain that too
- ❑ What you'd do differently if you were starting out again, if nothing please explain why
- ❑ Post a photo of your world at work
- ❑ Post a relevant YouTube video
- ❑ Link to your LinkedIn profile

Recommendation: Save by clicking 'Update Profile' at the bottom of the profile.



5. Activity

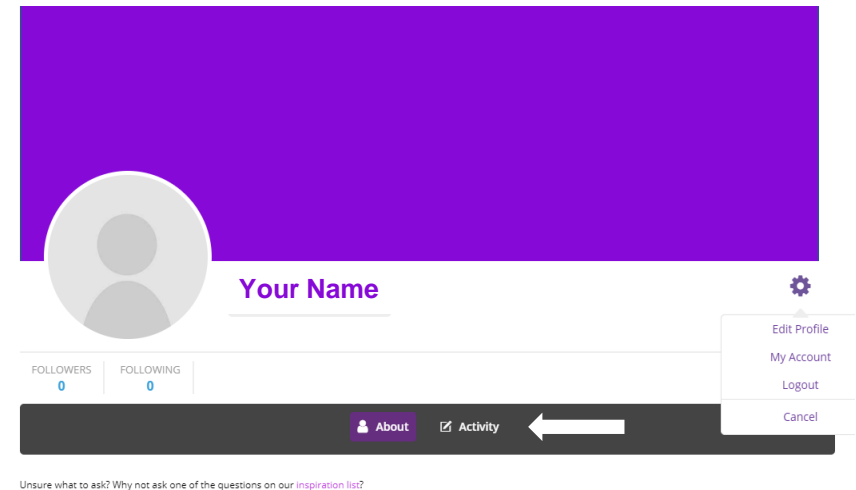
This is where you post photos, links to videos and descriptions of meetings, events or simply something that inspires you.

There are two ways to post after you login:

- ❑ Go to My Profile, Select 'Activity'

or

- ❑ Go to Social Feed in the top navigation bar



Safeguarding: When the girls ask a question you'll only see their first name.

You must never share numbers, contact details or take the conversation off Modern Muse.

If you have a request for your personal details or notice anything that doesn't look right please contact: info@modernmuse.org.

6. Share your news

When you've finished creating your profile, please share it on social media.

Here's an example of what you could say:

Twitter

I'm on @ewmodernmuse to help girls make more informed #career decisions. I encourage all #womeninbusiness to sign up <http://bit.ly/2VbgfiA>

Other

I've created a profile on Modern Muse to help girls make more informed #career decisions. I encourage all #womeninbusiness to sign up <http://bit.ly/2VbgfiA>



Five ways you can get involved



Help us grow our community of girls and our portfolio of Muses

1. Encourage girls in your network aged 13-18 to sign up, follow you, explore other Muses and ask questions.
2. Ask the women in your network to create profiles. They can be at any stage of their career. Muses include apprentices, recent graduates and CEO's.



Help us reach more schools

Modern Muse is girl-led. Students in schools aged 13-18 become Youth Ambassadors and carry out activity to encourage their peers to connect with Muses. They are supported by a sponsor teacher and a mentor Muse. Our ambition is that Ambassadors will become future leaders, so we work with them to build confidence, connections and career-enhancing skills.



Volunteer as a Mentor Muse

Mentor Muses are volunteers who work with Youth Ambassadors in local schools. They support Ambassadors at each stage of their activity planning and delivery process. This support is delivered face-to face or via regular conference calls.



Help us grow our network of corporate partners

We are a charity and Modern Muse is free for girls and schools. Corporate partners fund Modern Muse so we can make our resources accessible to every girl and school. In return, Modern Muse profiles each partner so girls can see the variety of career opportunities they offer and their commitment to diversity.



Spread the word on social media, follow, like and share

- Insta: @modernmuseorg
- Twitter: @ewmodernmuse
- Facebook: /modernmuseorg

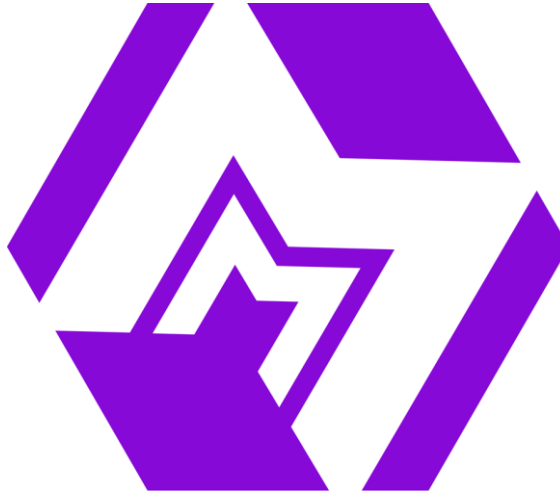
You will be in good company

Visionary Partners



Corporate Member





Thank you!

We look forward to seeing you featured on Modern Muse.

For more information please contact us:

info@modernmuse.org

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