

# 2024 Women in Engineering Conference

CSULB 100+ Women Strong  
Coaching Circle



*Work Life Balance*

Manage your time and energy to meet both professional and personal commitments while prioritizing self-care and well-being

# Finding Your Balance



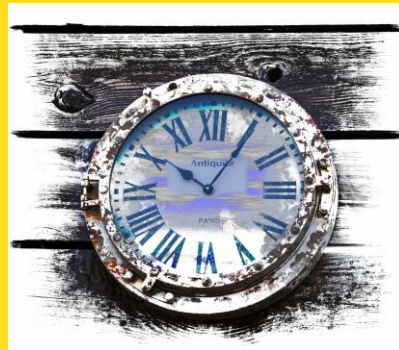
- ▶ How do you fulfill demands of job and create professional relationships while still taking time for yourself?
  - ▶ Change mindset about how you view your time
  - ▶ Customize a structure for your unique needs
  - ▶ Create healthy boundaries between work and personal life

# Truth of Time



There are  
only 24  
hours in 1  
day

There are  
only 60  
minutes in 1  
hour



There is only  
1 you

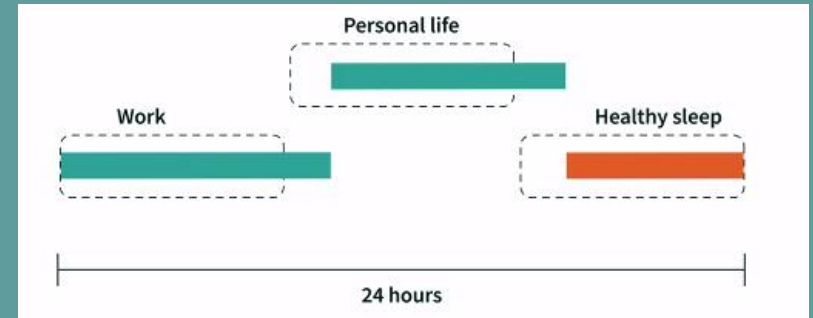
Keep 1  
calendar



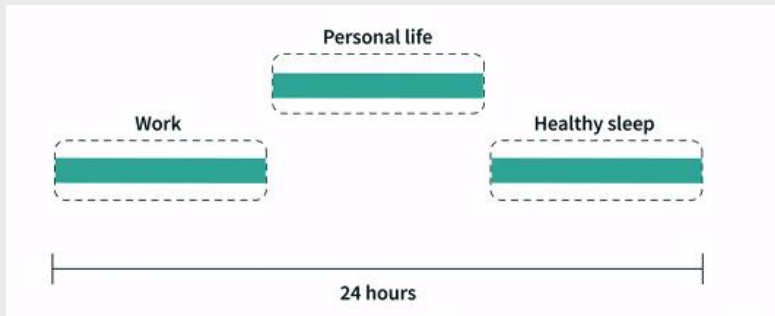
# Budget your 24 hours



## Avoid Time Deficits



## Set Goals



# Establishing Boundaries



## Define boundaries

- ▶ Use priorities to set your boundaries
- ▶ Set specific hours
- ▶ Manage your time
- ▶ Overcome gender bias



## Identify flexible boundaries

- ▶ Adapting to unforeseen circumstances
- ▶ Communicate availability
- ▶ Telecommuting/hybrid opportunities
- ▶ Don't change into work *without* boundaries

Seek Support

# Transition time



## Commute

- Podcasts
- Music
- Audio Books



## Exercise

- Physical Barrier
- Recharge

## Hobbies/Past time

- Clear mind
- Explore something new



Balance your personal time – unique to you!



Creating a time budget for both relationships and “you time” is important





# Balancing Technology

- ▶ Limit technology during personal time
- ▶ Create a technology free sanctuary
  - ▶ Set day/time
  - ▶ Set location
- ▶ Benefits
  - ▶ Feel more refreshed and relaxed
  - ▶ Intensifies self awareness/self understanding
  - ▶ Improves relationships



# Work Life Balance Recap

- ▶ Mindset of time
- ▶ Create a structure that works for you
- ▶ Set priorities
- ▶ Create time management techniques
- ▶ Establish rigid and flexible boundaries
- ▶ Communicate



- ▶ Define a transition period
- ▶ Know what is flexible in your personal life
- ▶ Exercise, hobbies
- ▶ “You time” and relationship time are both important
- ▶ Establish a technology sanctuary
- ▶ Seek support

# Network with Today's Coaches



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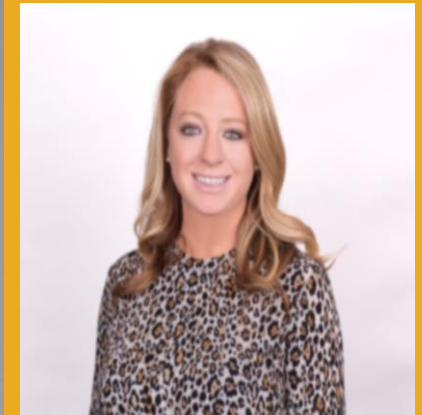
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*The journey of a thousand miles begins with one step.* Lao Tzu

### Post Event Survey

We want your feedback!  
[https://whova.com/portal/survey/beach1\\_202403/35336/?token=06cc683b2c88267c4df1dccbd2a794a05df68a200add651b525e42e679dd5293](https://whova.com/portal/survey/beach1_202403/35336/?token=06cc683b2c88267c4df1dccbd2a794a05df68a200add651b525e42e679dd5293)

### Join Us Again

Watch for our next event.  
<https://www.csulb.edu/college-of-engineering/100-women-strong>

### Get Support

Career Development Center  
<https://www.csulb.edu/career-development-center>



### Connect with speakers on Whova App & LinkedIn

Introduce yourself & exchange information, ask questions.



### Powerful Information

Review all CC Slide Decks.  
<https://www.csulb.edu/college-of-engineering/coaching-circles-2024>



### Create a Journal

Write down lessons learned, goals, next steps with timeline, & career goals.



*100+ Women Strong want to thank you for attending.*

### Become a member of 100+ Women Strong.

<https://www.csulb.edu/college-of-engineering/100-women-strong-steering-committee>

### Connect with us on Linked In

<https://www.linkedin.com/groups/14238580/>