

APPENDIX A: PILOT STUDY

Population

This appendix contains a report of the pilot study which was conducted during July and August, 1996. The population was a convenience sample of 25 professional part-time employees obtained from the federal government, private corporations, stage agencies, and for-profit businesses.

Procedures

A questionnaire was mailed to each of the part-time employees. A cover letter, along with a stamped self-addressed envelope, was included with the questionnaire.

Instrumentation

The questionnaire used for the pilot study had a total of 82 items. It consisted of several existing Likert scale measurements addressing job satisfaction and commitment, as well as questions developed by the author. Participants were encouraged to write in comments about the clarity of questions and to indicate areas of confusion. Space was also given to provide for open-ended comments. A total of 20 surveys were returned. Job categories included nurse, statistician, economist, physician, social worker, project manager, school psychologist, financial officer, cost analyst, policy analyst, systems engineer, and communications specialist. Nineteen of the 20 respondents were female, with one male respondent.

Results from the pilot indicated that respondents had no problems understanding the questions, the survey could be completed in less than 30 minutes, and the questions adequately covered the various aspects of professional part-time employment. Several participants commented on their lack of familiarity with the Association of Part-Time Professionals and therefore, were unable to answer questions requested by the organization.

**Virginia Tech /Virginia Polytechnic Institute and State University.
Adult Learning and Human Resource Development
Northern Virginia Graduate Center
2990 Telestar Ct., Falls Church, VA 22042
Office phone: 703/698-6044 Fax: 703/698-4721**

July 25, 1996

Dear Part-Time Professional Pilot Study Participants:

Thank you very much for agreeing to be part of this pilot study. This study is designed to examine the perceptions and attitudes of part-time professionals across the spectrum of careers. This pilot should take no more than one-half hour of your time.

The sole purpose of the pilot study is to test the readability and clarity of the questionnaire. No data will be tabulated nor will results be shared with anyone. These pilot tests are standard practice and help the researcher improve confusing questions and instructions before mailing the instrument to the regular participants.

Please complete the questionnaire as soon as possible and return in the enclosed envelope. The attached survey packet is similar to the one that will be sent to regular participants and asks you to reflect on specific aspects of your experiences as a part-time professional. Despite its comprehensiveness, the survey will only take 20 to 30 minutes of your time.

Feel free to be candid and honest in your feedback as it is the only way we will improve the questionnaire. You are also welcome to write notes and comments on the questionnaire itself.

Again, we thank you for your time and interest in this project. If you have any questions or comments, please call either one of us at the numbers listed below.

THANK YOU!

Best regards,

Debra Tucker
Doctoral Candidate
Adult Education/HRD
(703) 204-3853

Bert Wiswell
Associate Professor
Adult Education/HRD
(703) 698-6049

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An Equal Opportunity/Affirmative Action Institution**

MORE AND LESS: SURVEY OF THE EXPERIENCES OF PART-TIME PROFESSIONALS

This survey is designed to answer questions about the experiences and perceptions of the part-time professional. Please respond to each item by circling the answer which most closely matches your own experiences. Please circle only one answer for each question. This data is confidential, so please feel free to give your honest opinions.

1. If you are currently employed in a professional position, which of the following best describes your work arrangement?
1 Regular, full-time 2 Regular, part-time 3 Job Sharing
4 Self-employed 5 Self-employed/on contract with organization
6 Temping 7 Not currently employed

2. If currently employed by an organization, how many hours per week do you usually work?
1 5-10 2 10-20 3 20-30 4 30 or more

3. If not currently working part-time in an organization, have you worked as a part-time professional for an organization in the last 5 years?
1 Yes 2 No

If you have not been employed in a professional part-time position in an organization at some time in the last five years, please do not continue. Send this questionnaire back in the enclosed envelope. Thank you for your time.

4. If currently working full-time for an organization, why did you leave your part-time position?
1 no longer needed to stay with children
2 needed more money
3 completed training or education
4 spouse no longer ill
5 no further need to care for parent(s)/relative(s)
6 aspects of job were not satisfactory
7 part-time no longer an option in organization
8 lack of job security
9 relocation
10 other (please specify) 11 NA
-

5. If currently self-employed, or not employed, why did you leave your part-time position?
1 to be home with children
2 to care for an ailing relative
3 aspects of job were not satisfactory
4 part-time no longer an option in the organization
5 to complete training or further education
6 to pursue other interests/different career
7 to have more leisure time
8 relocation
9 lost job/downsized
10 other (please specify) 11 NA
-

Please answer the following questions from your perspective as a professional part-time employee. If you are not working part time at present, but have worked part time for an organization within the past five years, please answer the questions in this study from the perspective of your most recent professional part-time job experience.

6. How long have you/did you work(ed) in your part-time position?
1 less than 3 months 2 3-6 months 3 6-12 months
4 1 to 3 years 5 more than 3 years
7. Why are (were) you working part-time?
1 to attend school/pursue further training 4 another job
2 more leisure time 5 take care of children
3 personal illness 6 care of parent or spouse
7 other (please specify) _____

8. Did you work for your organization full-time prior to becoming a part-time employee?
1 yes 2 no
9. Are there other professional part-time employees at your place of work?
1 yes 2 no 3 don't know
10. If your job were full-time, would it be exempt from overtime pay?
1 yes 2 no 3 don't know
11. Which of the following describes your hourly salary?
1 less than a comparable full-time position
2 more than a comparable full-time position
3 the same as a comparable full-time position
12. If you changed from full-time to part-time, which best describes your current hourly salary?
1 same as full-time
2 less than full-time
3 more than full-time
4 NA
13. What hourly rate do you earn as a part-time professional?
1 less than \$10
2 \$11-15
3 \$16-20
4 \$21-25
5 \$26-30
6 \$31-35
7 \$36+
14. Are you currently a member of the Association of Part-Time Professionals (APTP)?
1 yes 2 no
If no, why not? _____

15. Which APTP services and programs do you find useful?
 1 monthly newsletter
 2 job referral service
 3 networking opportunities
 4 publications
 5 counseling
 6 workshops
16. What other programs would you like APTP to offer?

17. Does your organization have a formal work/family program?
 1 yes 2 no 3 don't know
18. What is the total number of employees in your organization?
 1 fewer than 50 2 50 - 100 3 100 - 500
 4 500 - 1,000 5 over 1,000 6 don't know
19. Please indicate for each of the following programs whether your organization offers it to full-time employees only (FT), both full- and part-time employees (FT/PT), is not offered to any employees (NO), or you just don't know? (DK)

Dependent care benefits:

FT	FT/PT	NO	DK	
1	2	3	4	child care resource and referral
1	2	3	4	elder care resource and referral
1	2	3	4	on-site or near-site child care
1	2	3	4	vouchers for child care
1	2	3	4	dependent care assistance plans

Leave benefits:

FT	FT/PT	NO	DK	
1	2	3	4	medical leave for personal illness
1	2	3	4	medical leave for family illness
1	2	3	4	parenting leave for childbirth/adoption
1	2	3	4	personal leave for various reasons
1	2	3	4	paid vacation
1	2	3	4	administrative leave for training/staff development

Flexible work arrangements:

FT	FT/PT	NO	DK	
1	2	3	4	flextime workday--begins/ends when employee/manager decides
1	2	3	4	telecommuting
1	2	3	4	flexible week/compressed workweek - fewer but longer days, or shorter days in 6-day week
1	2	3	4	job-sharing
1	2	3	4	sabbatical
1	2	3	4	phased retirement

Other benefits:

FT	FT/PT	NO	DK	
1	2	3	4	health insurance
1	2	3	4	life insurance
1	2	3	4	disability insurance
1	2	3	4	retirement/pension plan
1	2	3	4	profit sharing/bonuses
1	2	3	4	tuition assistance/registration for conferences

20. As a part-time employee, how do you accrue seniority?
 1 prorated length of service
 2 separate seniority roster for part-timers
 3 as if employed full-time
 4 no seniority accrued
21. Is your supervisor male or female?
 1 male 2 female
22. Approximately how old is your supervisor?
 1 Under 30 2 30 - 44 3 46-59 4 60 or over
23. Is your supervisor
 1 Never Married 2 Married 3 Divorced
 4 Widowed 5 Separated 6 Don't Know
24. Does your supervisor have children?
 1 Yes 2 No 3 Don't Know 4 NA
25. If your supervisor is married, is his/her spouse employed?
 1 Yes 2 No 3 Don't Know 4 NA

Using the following scale, please answer the items in all sections in relation to your current part-time position, or most recent part-time position.

1 strongly disagree	2 disagree	3 neither agree nor disagree	4 agree	5 strongly agree
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For this first set of items, please think about your job in general.

- | | SD | | | | SA |
|---|----|---|---|---|----|
| 26. Generally speaking, I am very satisfied with my job. | 1 | 2 | 3 | 4 | 5 |
| 27. I frequently think of quitting my job. | 1 | 2 | 3 | 4 | 5 |
| 28. Generally speaking, I am very satisfied with the kind of work I have to do on my job. | 1 | 2 | 3 | 4 | 5 |
| 29. My opinion of myself goes up when I do this job well. | 1 | 2 | 3 | 4 | 5 |
| 30. I feel a great sense of personal satisfaction when I do this job well. | 1 | 2 | 3 | 4 | 5 |
| 31. The major satisfaction in my life comes from my job. | 1 | 2 | 3 | 4 | 5 |

For these next items, think about the organization in which you work.

- | | SD | | | | SA |
|---|----|---|---|---|----|
| 32. I am willing to put in a great deal of effort beyond that normally expected in order to help this organization be successful. | 1 | 2 | 3 | 4 | 5 |
| 33. I boast about this organization to my friends as a great organization to work for. | 1 | 2 | 3 | 4 | 5 |
| 34. I would accept almost any type of job assignment in order to keep working for this organization. | 1 | 2 | 3 | 4 | 5 |
| 35. I find that my values and the organization's values are similar. | 1 | 2 | 3 | 4 | 5 |
| 36. I am proud to tell others that I am part of this organization. | 1 | 2 | 3 | 4 | 5 |
| 37. This organization really inspires the very best in the way of job performance. | 1 | 2 | 3 | 4 | 5 |
| 38. I am glad that I chose this organization to work for over others I was considering at the time I joined. | 1 | 2 | 3 | 4 | 5 |
| 39. I really care about the fate of this organization. | 1 | 2 | 3 | 4 | 5 |
| 40. Given what I know about other organizations, this is the best organization for me. | 1 | 2 | 3 | 4 | 5 |

	SD				SA
41. For me, working part-time is an incentive for remaining with my organization.	1	2	3	4	5
42. If I was told I had to work full-time, I would leave the organization.	1	2	3	4	5

For this next set of items, think about the experiences you have had in your part-time position.

	SD				SA
43. My organization made it easy for me to work part-time.	1	2	3	4	5
44. My supervisor is not supportive of my decision to work part-time.	1	2	3	4	5
45. My office space is similar to that of an equivalent full-time employee.	1	2	3	4	5
46. The equipment provided to me, i.e. computers, software, materials, is similar to that provided to a full-time employee.	1	2	3	4	5
47. The clerical assistance/office support provided to me is substantially different than for a full-time employee.	1	2	3	4	5
48. My opportunities for training/staff development are comparable to a full-time employee.	1	2	3	4	5
49. My workload has been proportionally reduced to reflect the number of hours I work.	1	2	3	4	5
50. The types of tasks I am asked to do are similar/equivalent to a full-time professional.	1	2	3	4	5
51. My salary is equitable compared to my full-time colleagues.	1	2	3	4	5

1 strongly disagree	2 disagree	3 neither agree nor disagree	4 agree	5 strongly agree
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	SD				SA
52. The benefits I receive are about right when compared to my full-time counterparts.	1	2	3	4	5
53. I believe that my ability to be promoted has been compromised by working part-time.	1	2	3	4	5
54. My credibility as a candidate for an upwardly mobile career path has been damaged as a result of working part-time.	1	2	3	4	5
55. I continue to be a candidate for upward movement and promotion, even if at a slower pace.	1	2	3	4	5
56. My co-workers treat me the same as others in my position who work full-time.	1	2	3	4	5
57. My job is less secure than my co-workers who are full-time.	1	2	3	4	5
58. My colleagues are resentful of the fact that I work part-time.	1	2	3	4	5
59. My co-workers make sure that I am not "left out" of office activities, i.e., being invited to social gatherings, etc.	1	2	3	4	5
60. I use less leave time because I work part-time.	1	2	3	4	5
61. When I do take leave, I "make-up" the time that I missed.	1	2	3	4	5

For these next items, please answer them by thinking about your immediate supervisor.

	SD				SA
62. My supervisor is fair (doesn't show favoritism) in responding to my personal/family needs.	1	2	3	4	5
63. My supervisor is helpful to me when I have a family or personal emergency.	1	2	3	4	5
64. My supervisor is helpful to me when I have a routine family or personal matter to attend to.	1	2	3	4	5
65. I feel comfortable bringing up personal or family issues with my supervisor because she/he thinks these issues have a place at work.	1	2	3	4	5

	SD					SA
66. When I have to be away from work to attend to personal or family needs, my supervisor is more accommodating if I make up a more “acceptable” excuse.	1	2	3	4	5	5
67. My supervisor thinks that if one employee gets more schedule flexibility, it will have to be given to everyone.	1	2	3	4	5	5
68. My supervisor thinks that more flexibility would cause trouble because employees would not be there when their supervisors need them.	1	2	3	4	5	5
69. My supervisor treats me the same as she/he does employees in my position who work full-time.	1	2	3	4	5	5
70. I am able to remain in touch with my supervisor.	1	2	3	4	5	5

Please tell us some things about yourself.

71. What is your age (in years)? _____
73. Sex: 1 Male 2 Female
74. What is your job title? _____
75. What is your highest educational level?
- 1 Less than high school diploma
 - 2 High School diploma or General Equivalency Diploma
 - 3 Some college or technical training
 - 4 Associate's degree
 - 5 Bachelor's degree
 - 6 Some graduate school
 - 7 Graduate or professional degree
- Specify:_____
76. What is your race/ethnic origin?
- 1 White 2 Black 3 Hispanic
 - 4 American Indian/Alaskan Native 5 Asian/Pacific Islander 6 Other
77. What is your family income?
- 1 Less than \$20,000
 - 2 \$20,000 to 40,000
 - 3 \$40,000 to 60,000.
 - 4 \$60,000 to 80,000.
 - 5 \$80,000 to 100,000.
 - 6 Over \$100,000.
78. Do you receive a salary or are you paid by the hour?
- 1 salaried 2 hourly 3 other (specify)_____
79. In what state do you work? _____

80. Marital status

- 1 Married 2 Single 3 Widowed 4 Divorced/Separated

81. Number of children over 18 _____ Number of children under 18 _____

82. In what industry/business setting are you employed?

- 1 Business/professional services and other for-profit organizations
2 Education
3 Government
4 Other non-profit
5 Other (specify)_____

While we have tried to be comprehensive in this study, we may well have missed some things. Are there any other issues, concerns, thoughts that you would like to share with us regarding your experiences as a part-time professional? If so, please use the back side of this page.

APPENDIX B
COVER LETTERS AND QUESTIONNAIRE

Association of Part-Time Professionals
A national organization promoting flexible work options
Crescent Plaza - Suite 216 - 7700 Leesburg Pike - Falls Church, Virginia 22043 - (703) 734-7975

September 2, 1996

Dear members of the *Association of Part-Time Professionals*:

You have been selected to participate in a unique research opportunity designed to learn more about the perceptions and experiences of the part-time professional. By thinking about your current or past job experiences and sharing them with us, we hope to gain some insight into both the pluses and minuses of professional part-time employment.

Here is how you can help:

- (1) Take about 15-20 minutes to complete the enclosed questionnaire. Your responses will be kept confidential and in no way can they be identified as coming from you.
- (2) Complete the questionnaire as soon as possible, and return it in the enclosed self-addressed, postage-paid envelope. Your responses will be completely confidential with only group results reported.
- (3) Mail the postage-paid, self-addressed postcard to the *Association of Part-Time Professionals*. This will enable us to remove your name from the mailing list, so that you will not be bothered by a follow-up mailing.

We are fortunate in having the Virginia Polytechnic Institute, College of Human Resources and Education, supporting this effort. Under the direction of Albert K. Wiswell, Ph.D., the data will be analyzed and reported using stringent statistical methodology. Although the questions in this survey were designed by and represent the interests of the primary researcher, Debra Tucker, they have been reviewed by the *APTP* staff and should provide some valuable insights for the association as well. If you have any questions regarding the study itself, you may call Debra at (703) 204-3853 or Dr. Wiswell at (703) 698-6049.

Thank you for participating in this project. We look forward to reporting the results in a forthcoming *Working Options* newsletter.

Sincerely,

Maria Laqueur
Executive Director

Debra Tucker
Researcher, Virginia Tech

Enclosures

Association of Part-Time Professionals
A national organization promoting flexible work options
Crescent Plaza - Suite 216 - 7700 Leesburg Pike - Falls Church, Virginia 22043 - (703) 734-7975

September 24, 1996

Dear Member of the *Association of Part-Time Professionals*:

WE NEED YOUR INPUT!

Several weeks ago, you were sent a questionnaire asking you about some of your experiences as a part-time professional. Unfortunately, we have not yet received your response. I know that you are extremely busy, but completing the survey should take no more than 15-20 minutes of your time. Your response is important and will be of enormous help when interpreting the group results. As before, you can be assured of the anonymity of your answers.

I've enclosed another copy of the survey and a postage-paid envelope in case you have misplaced the original. If you have any questions, please feel free to call me at (703) 204-3853.

Thanks so much for your help.

Best regards,

Debra Tucker
Researcher, Virginia Tech

MORE AND LESS: SURVEY OF THE EXPERIENCES OF PART-TIME PROFESSIONALS

This survey is designed to answer questions about the experiences and perceptions of the part-time professional. Please respond to each item by circling the answer which most closely matches your own experiences. Please circle only one answer for each question, unless otherwise specified. This data is confidential, so please feel free to give your honest opinions.

1. If you are currently employed in a professional position, which of the following best describes your work arrangement?
1 Regular, full-time 2 Regular, part-time 3 Job Sharing
4 Self-employed 5 Self-employed/on contract with organization
6 Temping 7 Not currently employed
2. If currently employed by an organization, how many hours per week do you usually work?
1 5-10 2 10-20 3 20-30 4 30 or more
3. If not currently working part-time in an organization, have you worked as a part-time professional for an organization in the last 5 years?
1 Yes 2 No 3 NA

If you have not been employed in a professional part-time position in an organization at some time in the last five years, please do not continue. Send this questionnaire back in the enclosed envelope. Thank you for your time.

4. If currently working full-time for an organization, why did you leave your part-time position? (Circle all that apply):
1 childcare issues resolved
2 needed more money
3 completed training or education
4 no further need to care for spouse
5 no further need to care for parent(s)/relative(s)
6 aspects of job were not satisfactory
7 part-time no longer an option in organization
8 lack of job security/fear of job loss
9 relocation
10 lack of benefits 11 other (please specify) 12 NA

5. If currently self-employed, or not employed, why did you leave your part-time position? (Circle all that apply):
1 to be with children
2 to care for an ailing relative
3 aspects of job were not satisfactory
4 part-time no longer an option in the organization
5 to complete training or further education
6 to pursue other interests/different career
7 to have more leisure time
8 relocation
9 lost job/downsized
10 other (please specify) 11 NA

Please answer the following questions from your perspective as a current professional part-time employee. If you are not working part time at present, but have worked part time for an organization within the past five years, please answer the questions in this study from the perspective of your most recent professional part-time job experience.

6. How long have you/did you work(ed) in your part-time position?
1 less than 3 months 2 3-6 months 3 6-12 months
4 1 to 3 years 5 more than 3 years
7. Why are (were) you working part-time? (Circle all that apply):
1 to attend school/pursue further training 4 another job
2 more leisure time 5 to be with children
3 personal illness 6 care of parent or spouse
7 other (please specify) _____

8. Did you work for your organization full-time prior to becoming a part-time employee?
1 yes 2 no
9. Are there other professional part-time employees at your place of work?
1 yes 2 no 3 don't know
10. If your job were full-time, would it be exempt from overtime pay?
1 yes 2 no 3 don't know
11. Which of the following describes your hourly salary?
1 less than a comparable full-time position
2 more than a comparable full-time position
3 the same as a comparable full-time position
12. If you changed from full-time to part-time, which best describes your current hourly salary?
1 same as full-time
2 less than full-time
3 more than full-time
4 NA
13. What hourly rate do you earn as a part-time professional?
1 less than \$10
2 \$11-15
3 \$16-20
4 \$21-25
5 \$26-30
6 \$31-35
7 \$36+
14. Are you currently a member of the *Association of Part-Time Professionals* (APTP)?
1 yes 2 no
If no, why not? _____

15. Which APTP services and programs do you find useful? (Circle all that apply):

- | | |
|----------------------------|------------------------|
| 1 monthly newsletter | 4 job referral service |
| 2 networking opportunities | 5 counseling |
| 3 publications | 6 workshops |

16. What other programs would you like APTP to offer?

17. Does your organization have a formal work/family program?

- 1 yes 2 no 3 don't know

18. What is the total number of employees in your organization?

- | | | |
|-----------------|----------------|--------------|
| 1 fewer than 50 | 2 50 - 99 | 3 100 - 499 |
| 4 500 - 999 | 5 1,000 & over | 6 don't know |

19. Please indicate for each of the following programs whether your organization offers it to full-time employees only (FT), both full- and part-time employees (FT/PT), is not offered to any employees (NO), or you just don't know? (DK)

Dependent care benefits:

FT	FT/PT	NO	DK	
1	2	3	4	child care resource and referral
1	2	3	4	elder care resource and referral
1	2	3	4	on-site or near-site child care
1	2	3	4	vouchers for child care
1	2	3	4	dependent care assistance plans

Leave benefits:

FT	FT/PT	NO	DK	
1	2	3	4	medical leave for personal illness
1	2	3	4	medical leave for family illness
1	2	3	4	parenting leave for childbirth/adoption
1	2	3	4	personal leave for various reasons
1	2	3	4	paid vacation
1	2	3	4	administrative leave for training/staff development

Flexible work arrangements:

FT	FT/PT	NO	DK	
1	2	3	4	flextime workday--begins/ends when employee/manager decide
1	2	3	4	telecommuting
1	2	3	4	flexible week/compressed workweek - fewer but longer days, or shorter days in 6-day week
1	2	3	4	job-sharing
1	2	3	4	sabbatical
1	2	3	4	phased retirement

Other benefits:

FT	FT/PT	NO	DK	
1	2	3	4	health insurance
1	2	3	4	life insurance
1	2	3	4	disability insurance
1	2	3	4	retirement/pension plan
1	2	3	4	profit sharing/bonuses
1	2	3	4	tuition assistance/registration for conferences

20. As a part-time employee, how do you accrue seniority?
 1 prorated length of service
 2 separate seniority roster for part-timers
 3 as if employed full-time
 4 no seniority accrued
21. As a part-time employee, how vulnerable are you to a reduction in force (RIF)?
 1 more vulnerable than a full-time employee
 2 less vulnerable than a full-time employee
 3 no different than a full-time employee

**Please answer the following questions about your immediate supervisor:
 (If you have more than one supervisor, please answer all questions about your supervisor
 based on the supervisor responsible for your performance appraisal)**

22. Is your supervisor male or female?
 1 male 2 female
23. Approximately how old is your supervisor?
 1 Under 30 2 30 - 44 3 46-59 4 60 or over
24. Is your supervisor
 1 Never Married 2 Married 3 Divorced
 4 Widowed 5 Separated 6 Don't Know
25. Does your supervisor have children?
 1 Yes 2 No 3 Don't Know 4 NA
26. If your supervisor is married, is his/her spouse employed?
 1 Yes 2 No 3 Don't Know 4 NA

Using the following scale, please answer the items in all sections in relation to your current part-time position, or most recent part-time position.

1 strongly disagree 2 disagree 3 neither agree nor disagree 4 agree 5 strongly agree

For this first set of items, please think about your job in general.

	SD				SA
27. Generally speaking, I am very satisfied with my job.	1	2	3	4	5
28. I frequently think of quitting my job.	1	2	3	4	5
29. Generally speaking, I am very satisfied with the kind of work I have to do on my job.	1	2	3	4	5
29. My opinion of myself goes up when I do this job well.	1	2	3	4	5
30. I feel a great sense of personal satisfaction when I do this job well.	1	2	3	4	5
31. The major satisfaction in my life comes from my job.	1	2	3	4	5

For these next items, think about the organization in which you work.

	SD					SA
32. I am willing to put in a great deal of effort beyond that normally expected in order to help this organization be successful.	1	2	3	4	5	
33. I boast about this organization to my friends as a great organization to work for.	1	2	3	4	5	
34. I would accept almost any type of job assignment in order to keep working for this organization.	1	2	3	4	5	
35. I find that my values and the organization's values are similar.	1	2	3	4	5	
36. I am proud to tell others that I am part of this organization.	1	2	3	4	5	
37. This organization really inspires the very best in the way of job performance.	1	2	3	4	5	
38. I am glad that I chose this organization to work for over others I was considering at the time I joined.	1	2	3	4	5	
39. I really care about the fate of this organization.	1	2	3	4	5	
40. Given what I know about other organizations, this is the best organization for me.	1	2	3	4	5	
41. For me, working part-time is an incentive for remaining with my organization.	1	2	3	4	5	
42. If I was told I had to work full-time, I would leave the organization.	1	2	3	4	5	

For this next set of items, think about the experiences you have had in your part-time position.

	SD					SA
43. My organization made it easy for me to work part-time.	1	2	3	4	5	
44. My supervisor is not supportive of my decision to work part-time.	1	2	3	4	5	
45. My office space is similar to that of an equivalent full-time employee.	1	2	3	4	5	
46. The equipment provided to me, i.e. computers, software, materials, is similar to that provided to a full-time employee.	1	2	3	4	5	
47. The clerical assistance/office support provided to me is similar to that for a full-time employee.	1	2	3	4	5	
48. My opportunities for training/staff development are comparable to a full-time employee.	1	2	3	4	5	
49. My workload has been proportionally reduced to reflect the number of hours I work.	1	2	3	4	5	
50. The types of tasks I am asked to do are similar/equivalent to a full-time professional.	1	2	3	4	5	
51. My salary is equitable compared to my full-time colleagues.	1	2	3	4	5	
52. The benefits I receive are about right when compared to my full-time counterparts.	1	2	3	4	5	
53. I believe that my ability to be promoted has been compromised by working part-time.	1	2	3	4	5	
54. My credibility as a candidate for an upwardly mobile career path has been damaged as a result of working part-time.	1	2	3	4	5	
55. I continue to be a candidate for upward movement and promotion, even if at a slower pace.	1	2	3	4	5	

56. My co-workers treat me the same as others in my position who work full-time.	1	2	3	4	5
57. My job is less secure than my co-workers who are full-time.	1	2	3	4	5
58. My colleagues are resentful of the fact that I work part-time.	1	2	3	4	5
59. My co-workers make sure that I am not "left out" of office activities, i.e., being invited to social gatherings, etc.	1	2	3	4	5
60. I use less leave time because I work part-time.	1	2	3	4	5
61. When I do take leave, I work additional hours to "make-up" the time that I missed.	1	2	3	4	5

For these next items, please answer them by thinking about your immediate supervisor.

	SD				SA
62. My supervisor is fair (doesn't show favoritism) in responding to my personal/family needs.	1	2	3	4	5
63. My supervisor is supportive of me when I have a family or personal emergency	1	2	3	4	5
64. I feel comfortable bringing up personal or family issues with my supervisor because she/he thinks these issues have a place at work.	1	2	3	4	5
65. When I have to be away from work to attend to personal or family needs, my supervisor is more accommodating if I make up a more "acceptable" excuse.	1	2	3	4	5
67. My supervisor thinks that if one employee gets more schedule flexibility, it will have to be given to everyone.	1	2	3	4	5
68. My supervisor thinks that more flexibility would cause trouble because some employees might misuse and take advantage of it.	1	2	3	4	5
69. My supervisor treats me the same as she/he does employees in my position who work full-time.	1	2	3	4	5
70. I am able to remain in touch with my supervisor.	1	2	3	4	5
71. My supervisor asks for my advice.	1	2	3	4	5
72. My supervisor is hard to please.	1	2	3	4	5
73. My supervisor praises good work.	1	2	3	4	5
74. My supervisor doesn't supervise me enough.	1	2	3	4	5
75. My supervisor is quick tempered.	1	2	3	4	5
76. My supervisor tells me where I stand.	1	2	3	4	5
77. My supervisor knows his/her job well.	1	2	3	4	5
78. My supervisor leaves me on my own.	1	2	3	4	5
79. My supervisor is around when needed.	1	2	3	4	5

Please tell us some things about yourself.

80. What is your age (in years)? _____
81. Sex: 1 Male 2 Female
82. What is your job title? _____

83. What is your highest educational level?

- 1 Less than high school diploma
- 2 High School diploma or General Equivalency Diploma
- 3 Some college or technical training
- 4 Associate's degree
- 5 Bachelor's degree
- 6 Some graduate school
- 7 Graduate or professional degree

Specify: _____

84. What is your race/ethnic origin?

- | | | |
|----------------------------------|--------------------------|------------|
| 1 White | 2 Black | 3 Hispanic |
| 4 American Indian/Alaskan Native | 5 Asian/Pacific Islander | 6 Other |

85. Do you receive a salary or are you paid by the hour?

- 1 salaried 2 hourly 3 other (specify) _____

86. What is your family income?

- | | |
|------------------------|-----------------------|
| 1 Less than \$20,000 | 2 \$20,000 to 40,000 |
| 3 \$40,000 to 60,000. | 4 \$60,000 to 80,000. |
| 5 \$80,000 to 100,000. | 6 Over \$100,000. |

87. In what state do you work? _____

88. Marital status

- 1 Married 2 Single 3 Widowed 4 Divorced/Separated

89. Number of children 18 and over _____ Number of children under 18 _____

90. In what industry/business setting are you employed?

- 1 Business/professional services and other for-profit organizations
- 2 Education
- 3 Government
- 4 Other non-profit
- 5 Other (specify) _____

While we have tried to be comprehensive in this study, we may well have missed some things. Are there any other issues, concerns, thoughts that you would like to share with us regarding your experiences as a part-time professional? Please feel free to comment on any of the positive/negative aspects of your part-time experience on the bottom and/or back side of this page.

THANKS!

Please return this questionnaire in the enclosed envelope to:

**Debra Tucker
1739 Key West Lane
Vienna, VA 22182**

APPENDIX C - CODED QUESTIONNAIRE
SURVEY OF THE EXPERIENCES OF PART-TIME PROFESSIONALS

Demographic Data - All Responses (n = 319)

1. Work arrangement:

Reg, FT	Reg, PT	Job Sharing	Self-Employed	Self-employed-on contract	Temping	Not currently employed
9.6%	52.7%	2.3%	8.4%	12.2%	2.3%	12.4%

Missing = 8

2. Number of hours worked per week:

5 - 10	10 - 20	20 - 30	30 or more
4.4%	15.7%	50.6%	29.3%

Missing = 70

3. Not currently working part-time, but have done so in last 5 years:

Yes	No	NA
53.7%	1.8%	44.5%

Missing = 101

4. If currently working full-time for an organization, why did you leave your part-time position? (Circle all that apply):

Reason left part-time position	Percent
child care issues resolves	1.6
needed more money	4.4
completed training or education	0.0
no further need to care for spouse	0.0
no further need to care for parent/relative	0.0
aspects of job were not satisfactory	2.5
part-time job no longer an option in organization	2.5
lack of job security/fear of job loss	1.6
relocation	0.0
lack of benefits	2.2
other	2.5
NA	83.1

5. If currently self-employed, or not employed, why did you leave your part-time position?
(Circle all that apply):

Reason left part-time position/not employed/self-employed	Percent
to be with children	11.3
to care for an ailing relative	1.6
aspects of job were not satisfactory	10.7
part-time no longer an option in the organization	3.8
to complete training or further education	0.6
to pursue other interests/different career	6.6
to have more leisure time	2.8
relocation	2.8
lost job/downsized	5.6
other	6.3
NA	67.4

Please answer the following questions from your perspective as a current professional part-time employee. If you are not working part time at present, but have worked part time for an organization within the past five years, please answer the questions in this study from the perspective of your most recent professional part-time job experience.

6. How long have you/did you work(ed) in your part-time position?

Length of time in part-time position	Percent
less than 3 months	8.2
3 - 6 months	9.5
6 - 12 months	15.5
1 to 3 years	32.3
more than 3 years	34.5

Missing = 3

7. Why are (were) you working part-time? (Circle all that apply):

Reasons for working part-time	Percent
to attend school/pursue further training	5.0
more leisure time	21.3
personal illness	3.8
another job	2.2
to be with children	80.0
care of parent or spouse	5.0
other	20.1

8. Did you work for your organization full-time prior to becoming a part-time employee?

Worked full-time prior to part-time	Percent
Yes	42.8
No	57.2

Missing = 1

9. Are there other professional part-time employees at your place of work?

Other part-time professionals in workplace	Percent
Yes	69.6
No	21.8
DK	8.5

Missing = 3

10. If your job were full-time, would it be exempt from overtime pay?

Exempt from overtime pay	Percent
Yes	77.0
No	7.5
DK	15.4

Missing = 1

11. Which of the following describes your hourly salary?

Hourly Salary	Percent
less than comparable full-time position	21.4
more than comparable full-time position	6.8
same as comparable full-time position	71.8

Missing = 11

12. If you changed from full-time to part-time, which best describes your current hourly salary?

Hourly salary after changing from FT to PT	Percent
same as full-time	41.4
less than full-time	17.2
more than full-time	7.3
NA	34.1

Missing = 46

13. What hourly rate do you earn as a part-time professional?

Hourly rate	Percent
less than \$10	5.1
\$11 - 15	17.3
\$16 - 20	18.6
\$21 - 25	19.2
\$26 - 30	16.3
\$31 - 35	7.7
\$36+	15.7

Missing = 7

14. Are you currently a member of the Association of Part-Time Professionals (AFTP)?

Current Member of AFTP	Percent
yes	95.0
no	5.0

Missing = 2

15. Which AFTP services and programs do you find useful? (Circle all that apply):

Useful services and programs	Percent
monthly newsletter	74.9
networking opportunities	23.2
publications	20.7
job referral service	48.9
counseling	3.1
workshops	17.2

16. What other programs would you like AFTP to offer?
(marginals not provided - proprietary)

17. Does your organization have a formal work/family program?

Existence of work/family program	Percent
yes	8.3
no	74.3
DK	17.5

Missing = 4

18. What is the total number of employees in your organization?

# of Employees	Percent
fewer than 50	33.3
50 - 99	10.1
100 - 499	16.7
500 - 999	6.3
1,000 or over	28.0
DK	5.7

Missing = 1

19. Please indicate for each of the following programs whether your organization offers it to full-time employees only (FT), both full- and part-time employees (FT/PT), is not offered to any employees (NO), or you just don't know? (DK)

Dependent care benefits:

FT	FT/PT	NO	DK		
2.0	15.1	65.6	17.4	child care resource and referral	(missing = 14)
2.0	10.3	67.4	20.3	elder care resource and referral	(missing = 18)
3.3	13.2	71.9	11.6	on site or near-site child care	(missing = 17)
2.3	2.7	77.4	17.6	vouchers for child care	(missing = 18)
6.6	12.5	60.9	20.1	dependent care assistance plans	(missing = 15)

Leave benefits:

FT	FT/PT	NO	DK		
24.4	57.8	9.9	7.9	medical leave for personal illness	(missing = 16)
18.5	45.0	19.5	16.9	medical leave for family illness	(missing = 17)
18.2	44.0	19.5	18.2	parenting leave for childbirth/adoption	(missing = 17)
22.8	49.3	14.9	12.9	personal leave for various reasons	(missing = 17)
24.8	63.2	7.8	4.2	paid vacation	(missing = 12)
19.0	45.3	16.3	19.3	administrative leave for training/staffdevelopment	(missing = 19)

Flexible work arrangements:

FT	FT/PT	NO	DK		
6.3	66.4	19.7	7.6	flextime workday	(missing = 15)
2.0	33.2	48.8	15.9	telecommuting	(missing = 24)
8.4	36.5	39.8	15.4	flexible week/compressed workweek	(missing = 20)
2.0	52.2	23.1	23.1	job-sharing	(missing = 20)
5.7	8.4	53.4	32.6	sabbatical	(missing = 21)
3.0	3.4	49.7	43.9	phased retirement	(missing = 23)

Other benefits:

FT	FT/PT	NO	DK		
38.1	47.6	9.1	5.2	health insurance	(missing = 12)
31.4	42.5	15.4	10.8	life insurance	(missing = 13)
30.9	34.2	17.8	17.1	disability insurance	(missing = 15)
21.9	55.9	14.1	8.2	retirement/pension plan	(missing = 13)
14.9	31.5	39.4	14.2	profit sharing/bonuses	(missing = 17)
21.1	42.2	22.1	14.5	tuition assistance/registration	(missing = 16)

20. As a part-time employee, how do you accrue seniority?

Seniority	Percentage
prorated length of service	21.2
separate seniority roster for part-time	2.8
as if not employed	27.8
no seniority accrued	48.3

Missing = 31

21. As a part-time employee, how vulnerable are you to a reduction in force (RIF)?

Vulnerability to RIF	Percentage
more vulnerable than FT	44.1
less vulnerable than FT	7.5
no different than full-time	48.4

missing = 24

**Please answer the following questions about your immediate supervisor:
(If you have more than one supervisor, please answer all questions about your supervisor based on the supervisor responsible for your performance appraisal)**

22. Is your supervisor male or female?

1 male (**47.6%**) 2 female (**52.4%**) (missing = 4)

23. Approximately how old is your supervisor?

1 Under 30 (**1.6%**) 2 30 - 44 (**47.2%**) 3 46-59 (**49.1%**) 4 60 or over (**2.2%**)
(missing = 3)

24. Is your supervisor

1 Never Married (**12.7%**) 2 Married (**73.9%**) (missing = 5)
3 Divorced (**8.0%**) 4 Widowed (**1.0%**)
5 Separated (**1.9%**) 6 Don't Know (**2.5%**)

25. Does your supervisor have children?

1 Yes (**66.9%**) 2 No (**29.3%**) 3 Don't Know (**2.8%**) 4 NA (**0.9%**)
(missing = 2)

26. If your supervisor is married, is his/her spouse employed?

1 Yes (**54.7%**) 2 No (**10.7%**) 3 Don't Know (**10.0%**) 4 NA (**18.7%**)
(missing = 19)

For this first set of items, please think about your job in general.

Job Satisfaction	$(\alpha = .80)$	SD	SA
27. Generally speaking, I am very satisfied with my job.	5.4	14.2	17.4 44.2 18.9 (m=2)
28. I frequently think of quitting my job.	30.1	23.7	19.9 16.8 9.5 (m=3)
29. Generally speaking, I am very satisfied with the kind of work have to do on my job.	3.8	13.6	17.0 47.6 8.0 (m = 2)
30. My opinion of myself goes up when I do this job well.	1.6	2.2	10.7 45.6 39.9 (m = 1)
31. I feel a great sense of personal satisfaction when I do this job well.	0.9	5.0	10.1 40.9 43.1 (m = 1)
32. The major satisfaction in my life comes from my job.	23.4	40.5	30.4 3.5 2.2 (m = 3)

For these next items, think about the organization in which you work.

Organizational Commitment ($\alpha = .89$)	SD	SA
33. I am willing to put in a great deal of effort beyond that normally expected in order to help this organization be successful	4.5 15.3 24.8 37.6 17.8 (m = 5).	
34. I boast about this organization to my friends as a great organization to work for.	9.2 26.8 34.7 22.0 7.3 (m = 5)	
35. I would accept almost any type of job assignment in order to keep working for this organization.	32.2 40.8 18.2 8.0 1.0 (m = 5)	
36. I find that my values and the organization's values are similar.	8.0 21.5 30.8 31.4 8.3 (m=7)	
37. I am proud to tell others that I am part of this organization.	2.9 12.1 29.1 42.8 13.1 (m=6)	
38. This organization really inspires the very best in the way of job performance.	9.3 24.4 40.7 21.8 3.8 (m = 7)	
39. I am glad that I chose this organization to work for over others I was considering at the time I joined.	4.5 10.7 37.2 36.9 10.7 (m = 10)	
40. I really care about the fate of this organization.	2.6 8.6 23.6 48.6 16.6 (m=6)	
41. Given what I know about other organizations, this is the best organization for me.	8.6 24.9 38.0 20.4 8.0 (m = 6)	

Commitment to Part-time ($\alpha = .21$)	SD	SA
42. For me, working part-time is an incentive for remaining with my organization.	2.2 4.8 8.6 38.3 46.0 (m = 6)	
43. If I was told I had to work full-time, I would leave the organization	3.5 10.5 16.3 27.8 41.9 (m = 6).	

For this next set of items, think about the experiences you have had in your part-time position.

Overall experiences ($\alpha = .70$)		
Accommodations ($\alpha = .65$)	SD	SA
44. My organization made it easy for me to work part-time.	6.4 9.9 15.6 31.8 36.3 (m=5)	
45. My supervisor is not supportive of my decision to work part-time	47.7 26.8 12.9 9.0 3.5 (m=9)	
50. My workload has been proportionally reduced to reflect the number of hours I work.	13.8 27.9 19.2 28.2 10.9 (m=7)	
Non-monetary treatment comparability ($\alpha = .82$)		
46. My office space is similar to that of an equivalent full-time employee.	11.6 11.6 7.4 30.5 38.9 (m=8)	
47. The equipment provided to me, i.e. computers, software, materials, is similar to that provided to a full-time employee.	6.1 7.1 6.4 34.1 46.3 (m=8)	
48. The clerical assistance/office support provided to me is similar to that provided to a full-time employee.	5.2 9.7 4.8 32.6 37.7 (m=9)	
49. My opportunities for training/staff development are comparable to a full-time employee.	11.5 18.5 16.3 27.2 26.5 (m=6)	
51. The types of tasks I as asked to do are similar/equivalent to a full-time professional.	3.5 5.4 6.7 44.3 40.1 (m=5)	
Monetary treatment comparability ($\alpha = .63$)		
52. My salary is equitable compared to my full-time colleagues.	7.1 13.1 11.9 36.2 31.7 (m=7)	
53. The benefits I receive are about right when compared to my full-time counterparts	23.5 12.4 16.3 26.5 21.2 (m=13)	

Career Development ($\alpha = .77$)		SD			SA	
54. I believe that my ability to be promoted has been compromised by working part-time.		8.8	12.7	19.9	29.7	28.8
		(m=13)				
55. My credibility as a candidate for an upwardly mobile career path has been damaged as a result of working part-time.		7.9	17.8	23.7	27.6	23.0
		(m = 15)				
56. I continue to be a candidate for upward movement and promotion, even if at a slower pace		12.0	24.9	31.9	25.9	5.3
		(m=18)				
58. My job is less secure than my co-workers who are full-time.		10.7	26.2	22.0	29.1	12.0
		(m=10)				

Leave ($\alpha = .39$)		SD			SA	
61. I use less leave time because I work part-time.	4.4	7.0	16.8	37.9	33.9	
		(m=21)				
62. When I do take leave, I work additional hours to "make-up" the time that I missed.	4.3	17.6	19.3	35.5	23.3	
		(m=18)				

Coworkers attitudes ($\alpha = .63$)		SD			SA	
57. My co-workers treat me the same as others in my position who work full-time.		4.2	14.6	18.8	40.1	22.3
		(m=10)				
59. My colleagues are resentful of the fact that I work part-time.		14.7	31.0	33.0	15.7	5.6
		(m=13)				
60. My co-workers make sure that I am not "left out" of office activities, i.e., being invited to social gatherings, etc.		3.3	12.9	24.1	39.3	20.5
		(m = 16)				

For these next items, please answer them by thinking about your immediate supervisor.

Satisfaction with supervisor ($\alpha = .90$)		SD			SA	
63. My supervisor is fair (doesn't show favoritism) in responding to my personal/family needs		1.6	4.2	16.1	46.9	31.2
		(m=8)				
64. My supervisor is supportive of me when I have a family or personal emergency		1.9	3.5	12.3	46.1	36.1
		(m=9)				
65. feel comfortable bringing up personal or family issues with my supervisor because she/he thinks these issues have a place at work.		5.8	17.0	19.9	33.1	24.1
		(m = 8)				
66. When I have to be away from work to attend to personal or family needs, my supervisor is more accommodating if I make up a more "acceptable" excuse.		21.8	33.9	28.3	12.4	3.6
		(m = 12)				
67. My supervisor thinks that if one employee gets more schedule flexibility, it will have to be given to everyone.		9.8	29.1	35.6	19.0	6.5
		(m=13)				
68. My supervisor thinks that more flexibility would cause trouble because some employees might misuse and take advantage of it		15.4	32.8	28.2	16.1	7.5
		(m = 14)				
69. My supervisor treats me the same as she/he does employees in my position who work full-time.		2.6	11.6	18.2	42.6	25.1
		(m=16)				
70. I am able to remain in touch with my supervisor.		1.9	5.8	10.3	52.4	29.6
		(m = 8)				
71. My supervisor asks for my advice.		3.6	11.3	16.2	42.4	26.2
		(m=10)				
72. My supervisor is hard to please.		16.5	41.6	20.6	14.5	6.8
		(m=9)				
73. My supervisor praises good work.		5.5	11.7	18.4	42.7	1.7
		(m=10)				
74. My supervisor doesn't supervise me enough.		18.4	37.91	25.6	13.9	4.2
		(m=10)				

	SD	SA
75. My supervisor is quick tempered.	32.2 38.3 16.1 8.4 5.1 (m=8)	
76. My supervisor tells me where I stand.	6.1 18.3 27.7 37.0 10.9 (m=8)	
77. My supervisor knows his/her job well.	2.6 8.1 17.2 37.9 34.3 (m=10)	
79. My supervisor is around when needed.	2.9 14.1 19.2 48.4 15.4 (m=7)	
No factor assignment		
78. My supervisor leaves me on my own.	2.3 3.9 13.8 49.8 30.2 (m=8)	

Please tell us some things about yourself.

80. What is your age (in years)? Mean = **40.5** Median = **39** SD = 7.4 Missing = 4
81. Sex: 1 Male (**3.1**) 2 Female (**96.9**)
82. What is your job title? (see Appendix D)
83. What is your highest educational level?
%
0.0 1 Less than high school diploma
0.0 2 High School diploma or General Equivalency Diploma
0.0 3 Some college or technical training
0.0 4 Associate's degree
33.5 5 Bachelor's degree
10.0 6 Some graduate school
56.5 7 Graduate or professional degree
Specify: _____
(missing = 0)
84. What is your race/ethnic origin?
1 White (**96.8%**) 2 Black (**1.3%**) 3 Hispanic (**0.9%**)
4 American Indian/Alaskan Native (**0.6%**) 5 Asian/Pacific Islander (**0.6%**)
missing = 2
85. Do you receive a salary or are you paid by the hour?
1 salaried (**39.0%**) 2 hourly (**56.8**) 3 other (**4.1%**)
(specify) _____
missing = 4
86. What is your family income?
1 Less than \$20,000 (**1.7%**) 2 \$20,000 to 40,000 (**4.3%**)
3 \$40,000 to 60,000. (**7.6%**) 4 \$60,000 to 80,000. (**19.1%**)
5 \$80,000 to 100,000. (**26.7%**) 6 Over \$100,000. (**40.6%**)
missing = 16
87. In what state do you work? _____
88. Marital status
1 Married (**92.8%**) 2 Single (**3.1%**) 3 Widowed (**0.3%**)
4 Divorced/Separated (**3.8%**)
missing = 0

89.	Number of children 18 and over _____	Number of children under 18 _____
	0 = 85.5%	0 = 21.1%
	1 = 5.0%	1 = 27.7%
	2 = 6.0%	2 = 44.0%
	3 = 3.1%	3 = 6.0%
	4+ = 0.3%	4+ = 1.3%
	missing = 1	missing = 1

90. In what industry/business setting are you employed?

- 1 Business/professional services and other for-profit organizations - (**50.5%**)
- 2 Education (**7.6%**)
- 3 Government (**15.9%**)
- 4 Other non-profit (**8.1%**)
- 5 Other (specify) (**7.9%**)

missing = 4

**APPENDIX D - JOB CATEGORIES
OCCUPATIONAL DATA**

Distribution of Sample by Job Category

Job Category	N	%
Business - Managerial - Director/Assistant Director - Manager/Administrator - Management Analyst- Program Analyst	81	.26
Business - Technical - Market Research - Systems Analyst - Computer Programmer	36	.12
Business - Human Resources - Employee Development Specialist - Personnel Officer - Recruiter	20	.06
Communications - Writer - Editor - Publisher - Media	17	.05
Consultant	20	.06
Financial - Financial Officer - Bookkeeper - Auditor - Accountant - Economist - Banker	25	.08
Law - Attorney - Judge - Paralegal	42	.14
Sales - Retail - Other Sales	10	.03
Science - Healthcare - Engineer - Scientist	14	.04
Social Services - Educator - Librarian - Social Worker - Psychologist - Academic Advisor	29	.09
Other - Public Affairs - Travel Agent - Convention Coordinator - Associate	17	.05

Missing = 8

APPENDIX E - RECODED CATEGORICAL VARIABLES

Work Arrangement	%
Regular, full-time	9.6
Regular, part-time or job sharing	55.0
Self-Employed or on contract	20.6
Temping	2.3
Not currently Employed	12.5

Missing = 8

Hours Worked Per Week	%
Less than 20 hours	20.1
20 to 30 hours	50.6
30 or more hours	29.3

Missing = 70

Time on Job	%
Less than a year	33.2
1 to 3 years	32.3
More than 3 years	34.5

Missing = 3

Size of Organization	%
Less than 50	33.3
50 - 499	26.7
500 +	39.9

Missing = 1

RIF Vulnerability	%
More than full-time	44.1
Less or same as full-time	55.9

Missing = 24

Seniority	%
Less seniority than FT but some	24.0
Seniority like full-time	27.8
No seniority	48.2

Missing = 31

Supervisor's Age	%
Under 45	48.7
45 +	51.3

Missing = 3

Supervisor's Marital Status	%
Never married, separated, divorced, DK	26.1
Married	73.9

Missing = 5

Supervisor has Children	%
Yes	66.9
No, DK, NA	33.1

Missing = 2

Supervisor Spouse Working	%
Yes	54.7
No, DK, NA	45.3

Missing = 19

Educational Level	%
College graduate	33.5
Some graduate training	10.0
Graduate degree	56.5

Missing = 0

Salary Now Compared to When Full-Time	%
Same as full time	35.4
Less than full-time	14.7
More than full-time	6.3
NA or missing	43.6

Missing = 0

Family Income	%
Less than \$60,000	13.5
\$60,000 - 100,000	45.9
Greater than \$100,000	40.6

Missing = 16

Marital Status	%
Married	92.8
Single, Widowed, Divorced, Separated	7.2

Missing = 0

Number of Children under 18	%
0	21.1
1	27.7
2	44.0
3 or more	7.2

Missing = 1

Age	%
18-34	28.6
35-49	61.0
50+	10.5

Missing = 4

Region	%
Northeast	15.0
South	76.2
All other	8.8

Missing = 0

Supervisor Family Status	%
Supervisor married with children & working spouse	38.9
All other situations	61.1

Missing = 0

APPENDIX F -TECHNICAL INFORMATION ABOUT FACTOR ANALYSIS

The unrotated, principal components solution places the items in space such that the loadings are maximized for the first factor, and all factors or the axes defining them are assumed to be orthogonal (independent) so that each axis or factor is at right angles to all others in the geometric space. The varimax rotation maintains orthogonality, but rotates the set of axes simultaneously trying to maximize each item's loading on one factor while minimizing its loading on the rest, but since the number of factors remains the same, the total amount of variance explained does not change. This method often will produce more easily interpretable factors, because the various items are more likely to be associated strongly with one, and only one, factor. If the varimax solution fails to produce interpretable factors, the best oblique rotation can be tried. The amount of variance explained is the same, but the orthogonality restriction is lifted such that the axes no longer are at right angles. Statistically, this means the factors are correlated. Sometimes this rotation method can produce the best solution. Once one of these methods has been selected the pattern of item loadings on the different factors are examined.

VITA

Debra Tucker received a Bachelor of Arts degree in psychology from Randolph-Macon College in 1976. In 1978, she earned a Masters in Education in School Psychology from the University of Georgia, followed in 1979 by a Specialist in Education degree in Counseling also from the University of Georgia.

Debra has worked as a school psychologist and special educator in rural, urban, and suburban school districts since 1978. During that time, she has conducted countless in-service presentations for teachers, staff, and parents. She has also served as a moderator for a cable television series dealing with a variety of parenting and educational issues. She has been active in educational and professional associations and has presented at state and national conferences.

Debra was born on July 3, 1954.