

Appendix A First Interview Guide

Participant #: _____ Interviewer Name _____

Date: _____ Interview Start Time: _____

Introductory Script: Thank you for choosing to participate in this interview. Before we proceed, I want to remind you that, at all times during the interview, you may choose to disclose or not to disclose any information, depending on how comfortable you feel. You also may request to take a break or to discontinue the interview at any time.

1. Contextual Component

Preamble: As you know, we are interested in working mother's experiences of doing well in their careers during the COVID-19 pandemic.

Background as to how I became interested in this study – hearing stories of mothers struggling to balance work and family life during pandemic, reading about lots of working mothers leaving the workforce, and YET I was hearing of mothers doing really well and adapting well to the pandemic (e.g., I was able to start business from home – a dream!)

This is the first of two interviews, and the purpose is to collect information about what you have experienced and how it has affected you.

a. As a way of getting started, perhaps you could tell me a little bit about your career and work life (query for self-employed/work or employer, type of work, length of time in career, career trajectory prior to and after the COVID-19 pandemic, etc.)

b. Perhaps you could also tell me a little about your family life? (query for whether the mother is married/single/otherwise, number of children, living arrangement, type of care provider, if applicable)

2. Critical Incident Component

Transition to Critical Incident questions: Summarize what has been discussed so far about work life and family life.

a. I'm going to start by asking you to think about factors that helped you most in your work life during the COVID-19 pandemic. What helped you most in your career since the outset of the pandemic? (Probes for each area: What was the incident/factor? How did it impact you? How did it help?" Can you give me a specific example where _____ helped? What are some other factors that were especially helpful?)

HELPING		
Helping Factor & What it Means to Participant (What do you mean by ...?)	Importance (How did it help or impact you? Tell me what it was about ... that you found so helpful.)	Example (What led up to it? Incident. Outcome of incident.)

b. Now I'm going to ask you about factors that made these experiences more difficult or hindered your career during COVID-19 in some way. What kind of things happened that made it harder for you to do well in your career during the COVID-19 pandemic? (Probes for each area: What was the incident/factor? How did it impact you? How did it hinder?" Can you give me a specific example where _____ hindered? What are some other factors that were especially difficult?)

HINDERING		
Hindering Factor & What it Means to Participant (What do you mean by ..?)	Importance (How did it hinder? Tell me what it was about .. that you find so unhelpful.)	Example (What led up to it? Incident. Outcome of incident.)

c. Summarize what has been discussed up to this point with the participant as a transition to the next question: We've talked about factors that have helped you in your career during the COVID-19 pandemic, such as (name them), and some things that have made these experiences more difficult, such as (name them). Are there other things that would have helped you (or that you would have wished for) to have a better experience in your career during the COVID-19 pandemic? (Alternate question: I wonder what else might be or might have been helpful to you that you didn't/don't have access to?)

WISH LIST		
Wish List Item & What it Means to Participant (What do you mean by ..?)	Importance (How would it help? Tell me what it is about .. that you would find so helpful.)	Example (In what circumstances might this be helpful?)

3. Demographics Component

1. Age
2. Education
3. Marital Status
4. Parental Status (note: single parent, guardianship/custody arrangements)
5. Occupational Status (note: employed F/T, P/T, on leave, etc.)
6. Occupational Category (note: self-employed, employer)
7. Occupation Type (note: counsellor, doctor, teacher, etc.)
8. Income level (household)
9. Country of birth

If not Canada, (a) length of time in Canada; and (b) 1st language

10. Ethnic and Cultural Identification: _____ Query for any culture-specific perinatal practices (e.g., traditional Chinese confinement period): _____

11. Children’s Information (ages, if with current partner?, and note if adopted)

Age: Child with Current Partner?YES NO Adopted? YES NO Age: Child with Current Partner?YES NO Adopted? YES NO Age: Child with Current Partner?YES NO Adopted? YES NO Age: Child with Current Partner?YES NO Adopted? YES NO Age: Child with Current Partner?YES NO Adopted? YES NO

Interview End Time: _____ Length of interview: _____