

FAQ

FAQ from clients who want to hire a professional organizer:

What kinds of organizing projects do you do?

Steele Organizing works with clients in every area of the home to make their lives more efficient and enjoyable. When you hire a professional organizer from Steele Organizing, we teach you valuable time management skills that will be used in every aspect of your life. We also help you to sync your technology with your life.

Who is your typical/usual client?

Our clients at Steele Organizing are ready to get organized. They are ready to get rid of the “stuff” that they don’t need and focus on their priorities. We teach our clients the skills to stay organized and reassess their systems when life gets in the way.

Do you have any training or hold any certifications in organizing or related areas?

I worked as an administrative manager at Chez Zee restaurant in Austin, Texas. I was responsible for creating and maintaining the procedures and systems for the restaurant. I also worked as a space planner at the container store. I am a member of the National Association of Professional Organizers (NAPO). To learn more about NAPO and what it means to be a professional organizer, please visit the [NAPO website](#).

Can you describe your organizing process/approach (consulting, coaching, hands-on, team organizing, seminars/workshops, etc.) and describe a typical working session?

We start with a free phone consultation to get to know your needs and organizational style. If, after the consultation, we feel we are a good fit for each other we will set up on-site sessions or work together virtually. The first session is a more in-depth look at your needs and current systems so we can create a customized plan for you.

At the end of a project Steele Organizing will leave you with a maintenance plan customized to you for keeping your space, time, and technology organized.

Will I work directly with you, or will you assign an employee and/or subcontractor?

You will work directly with a professional organizer at Steele Organizing. *There may be projects where we need to bring in a subcontractor for additional help, but Steele Organizing will coordinate and guide you through that process.*

What is your fee structure?

Each client and their needs are different. Please contact me to learn about pricing for specific projects

I have tried to get organized before. How will this be different?

In the past you may have tried to alter yourself to fit the system. When you hire a professional organizer from Steele Organizing we are going to alter the system to fit you. We will also teach you the skills to stay organized. At Steele Organizing we will discuss each step of the process and you

will learn how to apply fundamental organizing principles in every aspect of your life.