

2008 TRAINING AND PROFESSIONAL DEVELOPMENT

CIVILITY AND RESPECT IN THE WORKPLACE - 4/23/2008 18 attended

The Human Resource Training and Development Workshops are currently being reviewed and revised. A September training session is currently being developed that would offer updated Supervisory Certification Classes. A global message will soon be distributed announcing the new sessions. It is anticipated this training will run every Wednesday from September 10 through December 3. A special Applicant Tracking System training session is also being developed for Hiring Managers, Chairs, Supervisors and anyone in the department that is part of the hiring process.

We have most recently developed a tutorial for the Human Resources Employment Website to help applicants learn how to use the system to fill out an application and apply on-line at ISU.

We plan to offer Supervisory Training Classes multiple times each year and look forward to offering ISU employees a variety of high quality training programs in 2009.