UC Retirement Benefit Workshop
March 24, 2016 / 11:00 a.m. – 1:00 p.m. / UCR Alumni & Visitors Center
Don’t miss out on this valuable workshop – space is limited

Counselors from the Retirement Administration Service Center (RASC) will be on hand to walk you through the basics of the UC Retirement Plan (UCRP), and provide information on retirement election decisions and the retirement process. Learn more

Performance Management Training Sessions
Mandatory for supervisors who have not previously completed the training – must be completed by March 31, 2016

The campus performance management program helps to assure each employee contributes to department goals, the campus strategic plan, has an opportunity to develop skills, and acquire the knowledge required for professional growth and development.

If you did not have the opportunity to attend any of the in-person training sessions, you are welcome to complete the training online via the UC Learning Center (LMS). Learn more

Benefits

Pre-Retirement Counseling and Financial Planning
Coming April 19, 2016

April 1 through June 30 is typically the time when Human Resources receives numerous requests for retirement and financial planning consultation. To assist with anticipated demand, Human Resources will have a dedicated retirement and Certified Financial Planner (CFP) available to meet with faculty and staff.

Commencing April 19 through July 29, 2016, Theron Lyon, CFP, will be available to meet with faculty and staff, who are interested in receiving individual pre-retirement counseling and financial planning. More information to follow in an upcoming Scotmail.

Women & Investing Workshop Series
March 29 – May 24, 2016

Women & Investing is a three-part series developed to provide useful information to women on how to create a successful investment strategy. Topics covered include: Getting Organized, Build & Own Your Plan, and Retirement Income Planning on Your Own. Learn more

Education & Development

Building Effective Teams
March 23, 2016

Description: Provides a range of topics to develop and maintain effective teams.

Coaching for Performance/Difficult Performance Conversations
March 23, 2016

Description: Participants will learn how to approach a difficult conversation with a subordinate.

COU: Communicating for Understanding
March 30, 2016
Description: Teaches communication methods to enhance dialogue among members of diverse populations.

**How to Conduct Effective Meetings**  
*March 31, 2016*

Description: Provides tools to facilitate effective meetings.

**Delegation Skills**  
*April 5, 2016*

Description: Managers will learn the basics of delegating effectively.

**Disability Management ADA/FMLA**  
*April 12, 2016*

Description: Covers the essential elements of the federally required FMLA and ADA compliance and best practices.

**Payroll/Personnel Policy Class**  
*Part I: Wednesday, April 13, 2016 / 8:30 a.m. – 12:00 p.m.*  
*Part II: Thursday, April 14, 2016 / 1 – 4:00 p.m.*

Human Resources will be hosting a 2-part Payroll/Personnel Policy class. [Learn more](#).

**PMC: Prevent, Assess, Manage, and Defuse Workplace Conflict**  
*April 19, 2016*

Description: Supervisors will be provided with tools and resources to prevent, assess, manage, and resolve workplace conflict.

**AEO: Affirmative Action/Equal Opportunity 101**  
*April 21, 2016*

Description: This MEI workshop will provide a primer on the fundamentals of affirmative action and equal opportunity.

[›› Register at UC Learning](#).

**Workplace Health & Wellness**

**Healthy Vending Treasure Hunt**  
*April 18 – May 18, 2016*

All UCR faculty, staff, and students are invited to participate in the “Well Within Reach” treasure hunt. The goal will be to locate as many vending machines throughout campus to earn rewards! Look for the “Well Within Reach” healthy snack item in all machines. [Learn more](#).

**Walk and Talk Leadership Series 2016**  
*Wednesday, March 23, 2016 / 12:15 p.m.*

The [Walk and Talk Leadership Series](#) continues with [Julie Chobdee, MPH, UCR Wellness Program Coordinator](#). Come join Julie Chobdee for some fresh air and a short walk on our beautiful campus.

**Continuing Health & Wellness Events and Programs**

- **Spring 2016 MobileFit / April 4 – June 17, 2016**: Participate in a convenient on-site and free fitness program. [Learn more](#)
- **Relaxation Yoga Practices with Diane / Spring 2016**: Diane Del Buono, Associate of the Chancellor, will lead gentle yoga poses. [Learn more](#)
- **FarmShare / April 7 – June 9, 2016**: UCR FarmShare, is a pre-paid subscription to locally grown fruits and vegetables that can be picked up weekly in a Farmers’ market style environment on the UCR campus. [Sign up now](#)