Legal Resources Open Enrollment

October 1st - 31st

The Legal Resources plan provides 100% coverage for employees, employee spouses, and dependents on the most often needed legal services, protecting from the high cost of legal fees. Whether it's for an everyday legal need or an unexpected event, participants will have immediate and ongoing access to a network of top-rated law firms in your area. For more information, please contact HR at 4-7145 or hr@cnu.edu.

Great Wolf Lodge

Holiday Buffet
December 15 - 19, 2014
11:30 a.m. - 1:30 p.m.

$33.00 per person

All guests will receive a “Splash Pass” for two water park admissions to be used later! Reserve your seat early, space is limited. To make a reservation, call 757-345-7143 or email at williamsburgsalesteam@greatwolf.com.

Introducing Our Newest and Newly Promoted CNU Colleagues

Pictured Below from left to right: Marsha Knox, Housing; Tiffany Todd, Athletics; Khatima Passy, Housing; Jill Teel, PLP and Honors Programs; Joey Goodman, Plant Operations; MJ Taylor, Dining Services; Jaz Vega, Police; Gary Jacob, DSU; Corinne Beale, Alumni Relations and University Events; Bobbie Maddox and Stacy Gray, Housing; Lindsay Bolster, Counseling Services; Kendric Smith, Police; John Napolitano, Athletics.

*Not Pictured: Tina Gates, Plant Operations; Laketta Watson, Dining Services.*
Upcoming Trainings this Fall Semester

UNDERSTANDING THE EMPLOYEE GRIEVANCE AND DISCIPLINE PROCESS
This training explains the role of the supervisor in both the grievance and disciplinary process for employees. The training demonstrates the need for documentation of performance problems and disciplinary issues, as well as explaining how to prepare such documentation.

BTC/SunTrust Building, HR Training Room (first floor)
Wednesday, October 29, 2014, 1:30 - 3:30 p.m.

INTRODUCTION TO THE ONLINE RECRUITMENT PROCESS
This program is designed to provide all supervisors and hiring managers with the skills they need to effectively navigate the recruitment process. Participants will learn how to conduct an efficient hiring process by learning how to effectively screen candidates, prepare for interviews, conduct interviews, make a final selection based upon a thorough and complete assessment of all applicants. The session will also address hiring process documentation and all necessary paperwork needed to ensure a timely offer can be extended.

BTC/SunTrust Building, HR Training Room (first floor)
November 5, 2014, 1:30 - 3:30 p.m.

DEALING WITH DIFFICULT PEOPLE
We all have different ways to define a “difficult person.” Some people test the lives of many others. And then there are types who just get under our skin – “push our buttons.” Whoever it is, we have two choices: learn how to effectively deal with the difficult person or remove the chance of interacting with him/her. In this class, you’ll learn how to deal with the difficult person.

BTC/SunTrust Building, HR Training Room (first floor)
Thursday, November 6, 2014, 2 - 3 p.m.

WELLGONOMICS, HOW YOU MOVE MATTERS
How we move throughout the day and the activities we participate in can all have an impact on our health and well being. CommonHealth’s new campaign, WellGOnomics: How You Move Matters, will help you to evaluate your activities, as well as offer simple and inexpensive solutions you can implement immediately to avoid injury. In addition, the campaign will also take a look at our ever increasing use of technology and offer tips to make us more productive, with less aches and pains.

BTC/SunTrust Building, HR Training Room (first floor)
Wednesday, November 12, 2014, 12:05 - 12:55 p.m.

To register for one of these trainings, please complete the online registration form or contact HR by calling 4-7145 or emailing hr@cnu.edu