



news you can use

Emory University Human Resources

AUGUST 22, 2022

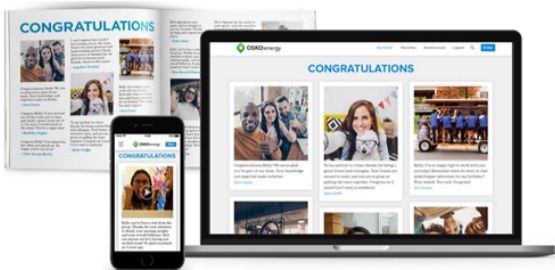
Refresh From Stress

Refresh From Stress is back this fall, encouraging you to engage in simple and fun activities that focus on resilience, self-care, mindfulness, and social connections through the end of the month (and beyond).

- In partnership with our colleagues at Kaiser Permanente, Healthy Emory will be hosting a webinar series focused on Stress Management, every Wednesday during the month of September.
- We will also offer Yoga and Tai Chi Sessions, in person (at select locations) and live streamed so anyone can participate.

For more information and to register for any of these activities, visit the [Refresh From Stress Webpage](#). And, don't forget to log in to [Healthy Emory Connect](#) to participate in our online challenges and activities to earn points towards your medical plan incentive!

YOUR HUMAN RESOURCES



Yearbook@ has Launched

HR recently launched a new service awards program with a new vendor, O.C. Tanner. This program includes **Yearbook**, a new way to celebrate the service anniversaries of our staff members (5, 10, 15, 20 year, etc.).

If you haven't already, you will begin seeing requests for leaving comments for direct reports and co-workers. These usually require a quick turnaround, so be sure to pay attention when they come, and type a few words of congratulations to those celebrating. You also have the option of uploading a photo or video. It only takes a few minutes and will mean a lot to those receiving yearbooks!

Performance Management – FY2022 Forms Due by August 31

The FY22 PM forms are due on Wednesday, August 31st. Please make sure that you and your manager have met in person and completed all the form steps (i.e. Review Occurred>Acknowledged>Complete) by August 31. If you would like to learn more about the Performance Management system, help is available.

Online tools:

Step-by-Step Guides located on the Performance Management website can help you navigate the features in the system:

- [Step-by-Step for Employees](#)
- [Step-by-Step for Managers](#)

Computer Based Training (CBTs) in ELMS:

CLASS NAME	CLASS CODE
Performance Management at Emory: What Employees Should Know	200882-15920
Performance Management at Emory for Managers: What Managers Should Know	200884-15921

YOUR BENEFITS

Changes to Retirement Plans Coming Sept. 1

Several changes to Emory's retirement plan will occur on September 1. Here are a few highlights:

- Emory will have two providers of recordkeeping services, Fidelity Investments and TIAA. **Vanguard will be removed** as a provider.
- All retirement plan participants will use the **Fidelity website NetBenefits®** to enroll, view balances and make changes to contribution amounts.
- While we make this transition, **Self-Service is no longer available** for making changes to your contribution amounts. **NetBenefits®** will be available on September 1.
- More details about the retirement plan transition can be found at: www.myfidelitysite.com/emoryretirement.

Upcoming Webinars

Fidelity is offering webinars to show you how to navigate the NetBenefits website: **August 24 and September 1, 7, and 13**. If you cannot attend, a session will also be recorded. Register here (click on [Meet with Us](#)).



YOUR LEARNING

General Enrollment Courses

Learning and Organizational Development announces general enrollment classes which will take place through November, 2022. [View upcoming classes](#).

Learning Labs Course Offerings

Take time for your own professional development with Learning Labs, new courses which are designed to help you build your skills and expand your learning in a quick and cost-effective way. A new set of Learning Labs is offered through November, 2022. [View offerings](#).

YOUR WELLNESS



Walking on Wednesdays

Join us on Wednesdays, now through **September 21, 2022** for a 6-week walking series. You can participate in person or virtually to stay active. We will have unique themes to keep you engaged with your fellow Wednesday walkers. Complete the submission form each week to be entered into the weekly gift card drawing. Participate in 5 of 6 walks and you will be entered to win a new Fitbit! [Register here](#).

YOUR FSAP

The Faculty Staff Assistance Program (FSAP) Fall Programs

FSAP is excited to offer new and retooled services for the 2022-23 Academic Year.

- **Connect and Chat Sessions:** weekly sessions to process the emotional impact of ongoing societal stressors and traumatic events with others. These sessions will provide a safe space to unpack, share and discuss healthy strategies for coping while navigating life's daily pressures. Offered on Tuesdays at 12:00 pm via zoom. [Register](#).
- **The FSAP Refresh:** 15-minute virtual self-care experience to support your resilience. Sessions occur on the 1st and 3rd Wednesdays from 4:30 pm - 4:45 pm.
 - [Register for 1st Wednesday](#)
 - [Register Link for 3rd Wednesday](#)
- **Mindfulness Meditation:** Learn strategies for staying centered and reducing your stress level. 4th Wednesday of each month at 1:00 p.m. [Register](#).
- **Anxiety Toolbox Series:** Develop skills and practical strategies for preventing and reducing anxiety with this three-session, virtual seminar. The skills you will learn can help you cope, function more effectively, and enhance your well-being. Sessions will be offered on Thursdays @ 1:30-2:30 pm from September 15-29th. [Register](#).
- **Wellbeing Check-in:** Individual consultations allow faculty and staff to gauge emotional health/coping and identify strategies for enhancing resilience. Employees complete a brief online screening prior to their appointment. Recommendations and resources will be shared during the consultation meeting. Call FSAP to schedule: call 404-727-WELL (9355) or email FSAP @ fsap@emory.edu.

YOUR WORKLIFE



Emory Worklife Offers Webinars

These webinars are offered by the Benefits and Worklife Department and vendor partners. If you have any questions about these webinars or family centered benefits at Emory, contact worklife@emory.edu. All sessions will be recorded and sent out to registered employees.

- **Returning to Work After Parental Leave**
Headed back to work after spending time at home with a new baby? Whether you're feeling anxious, stressed, guilty, excited — or all of the above — we've got strategies you can use to prepare for the logistics and mental load of it all. Facilitated by Bright Horizons. August 23, 2022, 3:00 pm-4:00 pm. [Register here](#).
- **Managing Screen Time in the Digital World**
Remote school and video chats have made screen time more normal at an early age. Learn how to negotiate screen time for your child, set healthy boundaries, and navigate your increasingly digital life. Facilitated by Bright Horizons. September 22, 12:30 p.m; [Register here](#).

Emory Worklife Offers Groups

The following groups meet monthly and are coordinated by the Emory Worklife team:

- **Emory Parenting MeetUp:** Parenting can be tough but often is made easier by connecting with fellow parents. If you are interested in this monthly meet up to learn more about Emory and community resources and dealing with current parenting issues. meets virtually the first Wednesday of every month from 12:00 pm-1:00 pm. Please [email](#) to receive invitation.
- **Caregiver Conversations:** Join a virtual caregiver meet-up to discuss caregiving strategies, stressors involved with caring for loved ones. This will also be an opportunity to learn about resources within Emory/local community and beyond. Meets the 2nd Tuesday of each month from 12pm-1pm. Please email to receive invitation to group.

NEWS AROUND CAMPUS



Emory Pride Employee Network

Back to School Networking Happy Hour, Thursday, September 1 from 4-5:30 pm at the Hatchery (Emory Point)

The Emory Pride Employee Network (EPEN) is hosting a Back to School Networking Happy Hour. Join your fellow community members for a social gathering to reconnect as we start the new academic year. Eat, drink, and say hi! This event is open to all Emory University faculty and staff. Download flyer. [Register](#).

- [View EPEN's August Newsletter](#)
- **Want to stay connected to the Emory Pride Employee Network?** [Sign up here](#).



Emory Black Employee Network

Closing the Racial Wealth Gap

Wednesday, August 24 from 11:30 am-1 pm

In honor of Black Business Month, join the Emory Black Employee Network (EBEN) and the Atlanta Wealth Building Initiative (AWBI) in a conversation on closing the racial wealth gap. AWBI's team will lead this important dialogue that will feature a panel of engaged business owners. This event will be held via Zoom and is open to all Emory faculty and staff. Download flyer. [Register here](#).

- **Want to stay connected to the Emory Black Employee Network?** [Sign up here](#).

Office of Global Strategy and Initiatives (GSI) Seeking Nominations for International Awards

The international awards highlight the excellence of our faculty, the innovation of our staff, the influence of our alumni, and the university's global impact starting from its roots in Atlanta and extending to places all over the world. Visit the website to [submit a nomination](#) and view the lists of previous award winners. Submissions will be accepted through **September 30, 2022**.

The Million Air Challenge is coming August 15-28

More cars on the road means more air pollution, a significant contributor to climate change. Together we can make a difference! Help Georgia Commute Options reach their goal of collectively removing 1M pounds of emissions by taking cleaner trips - so we can all breathe easier! Get ready to log your clean commutes in your GCO account from August 15-28, 2022 and win some cash and prizes! Challenge Grand Prizes include a \$500 gift card to Big Peach Running Company and a one-year Family Plus Gift Membership to Atlanta Botanical Garden. If you love getting rewarded, there are tons of chances to win more cool stuff so you can travel in style. Log at least 6 green trips during the two weeks of the challenge and you can enter drawings to win these other exciting prizes: Hiplock Spin wearable bike chain lock (log 6 bike trips) SkullCandy Earbuds (log 6 transit trips) ErgoFoam Adjustable Footrest (log 3 telework days) Yeti Rambler Travel Mug (log 6 carpool or vanpool trips). Help us in working toward a cleaner, healthier region! Learn more at <https://mygacommuteoptions.com>.



EMORY

EMORY UNIVERSITY HUMAN RESOURCES

ADDITIONAL LINKS AND RESOURCES

- [Human Resources Website](#)
- [Emory Forward \(COVID-19 Info\)](#)
- [Faculty Staff Assistance Program](#)
- [Benefits and Worklife Department](#)
- [Healthy Emory](#)
- [Employee Discounts](#)
- [Blomeyer Health Fitness Center](#)
- [Emory Alliance Credit Union](#)
- [Emory News Center](#)

SUBMIT A STORY TO NEWS YOU CAN USE

[View Previous NYCU Issues](#)

