

OCTOBER 17, 2022

**Sleep Better! Feel Better!**

Thru November 8

Are you looking to improve your sleep? Healthy Emory has you covered! The **Sleep Better! Feel Better!** campaign focuses on improving your sleep as well as your mental and physical health.

- Aim to get seven to nine hours of sleep each day
- Track your sleep
- Watch the the Restful Sleep Video in Healthy Emory Connect

Visit our [webpage](#) to learn more about the activities and resources available to you, and how to earn your \$87.50 Emory Medical Plan Incentive!

YOUR BENEFITS



ANNUAL BENEFITS ENROLLMENT

Annual Enrollment Opens Monday, October 24

Benefits annual enrollment will take place Oct. 24 - Nov. 7, 2022. The annual enrollment [website](#) contains all of the information you need to know including What's New for 2023, the 2023 Benefits Guide, rates, and more. Upcoming webinars are:

- Friday, October 21, 2022, 1:00 pm; [Register here](#).
- Wednesday, October 26, 2022, 10:00 am; [Register here](#).
- Thursday, November 3, 2022, 2:00 pm; [Register here](#).

YOUR WELLNESS

Join the Fall Walking on Wednesday Series!

October 12 - November 16

Enjoy the cooler weather and join us for the last 6-week walking series of the year, starting on October 12th. This is a great way to stay active whether you are working from home or in the office by participating virtually or in person. Each week we will have unique themes to keep you engaged with your fellow Wednesday walkers. As an added bonus, by logging your walks through the submission form you will be entered into weekly gift card drawings! If you participate in 5 of 6 walks you will also be entered to win a new Fitbit! Register to receive the weekly communications and submission link or walk in person and scan the QR Code. [Register here](#).

It's Worth a Shot! Get Your Flu Vaccine & COVID-19 Booster this Fall!

For 2022-2023, Emory University strongly encourages students, faculty, and staff follow public health guidance and stay up to date with flu vaccine & COVID-19 recommendations.

- **Flu Vaccine:** The best way to protect yourself and your loved ones against influenza (flu) is to get an annual flu vaccine, ideally by the end of October. Flu is a contagious respiratory illness caused by influenza viruses that can cause mild to severe illness, and at times can lead to hospitalization, or even death. The CDC recommends everyone six months and older get an annual flu vaccine as the first and most important action to protect against flu and its potentially serious complications.
- **COVID Booster:** As part of the continued effort to develop stronger tools against an evolving virus, a new COVID-19 bivalent vaccine booster was approved and made available. The bivalent vaccine booster is designed to better protect against the omicron subvariants most prevalent in our community and is authorized for use as a single booster dose at least two months after primary or booster vaccination. To stay best protected, the CDC recommends that everyone stay up to date with COVID-19 vaccination, to include getting all primary series doses and boosters — which now includes this new bivalent vaccine booster for all those 12 and older.

The flu vaccine is covered by Emory University medical insurance for University employees on an Emory medical plan. The COVID-19 booster is available for everyone at no cost, regardless of insurance coverage. Contact Healthy Emory with questions at healthymemory@emory.edu.

YOUR LEARNING

Learning and Organizational Development (OD) is Now Accepting Applications

Applications are now being accepted for:

- **Essentials of Leadership at Emory Program**
- **Administrative Professionals Program**
- **Mentor Emory**
- The nomination form for the **Aspiring Leaders at Emory Program** is also now open

The submission deadline for all applications and nominations is **Monday, November 7, 2022**. More information and application forms can be found on the [Learning and OD website](#).

Sign Up for Kronos Web Clocking Training

Emory is transitioning from clocking in/out by phone to a web-based clocking system. In mid-November, the new system will be live, and **all bi-weekly employees and hourly paid student workers** should start using it from that point forward. For more details about this update, please search for the Kronos Outreach Session (*course code 260775*) in [ELMS](#) and click "view details" to launch the recording. Training will be held over the next few weeks where you'll learn what to do to be prepared for the change.

Virtual training for timekeepers/HR reps:

- Monday, October 17 from 1-3 p.m.
 - o [ELMS](#) Course Code: 260776-19796
- Monday, October 24 from 2-4 p.m.
 - o [ELMS](#) Course Code: 260776-19797

Virtual training for bi-weekly/hourly employees and hourly paid student workers:

- Monday, October 31 from 2-3 p.m.
 - o [ELMS](#) Course Code: 260777-19798
- Wednesday, November 9 from 3-4 p.m.
 - o [ELMS](#) Course Code: 260777-19800

Kronos training for managers:

In early November, a recorded session will be held to orient managers to the new system.

Make plans to attend this important training if you're in one of the groups listed above. Also, you can forward this information to your team to make sure everyone is aware of this important opportunity. Email finance@emory.edu with any questions and see more on the [Kronos Web Clocking webpage](#).

iCIMS Training for Staff and ETS Hiring

Recruiting is hosting an iCIMS Training for Staff and ETS Hiring on **October 25, 2022 from 11am – 1pm**. The course will take place over Zoom.

Those wanting to attend should register through [ELMS](#), course 200833-19825 Emory Recruiting System (iCIMS) Training - Staff Hiring. Course overview: During the course, attendees will learn the process for completing a staff and Emory Temporary Services (ETS) hire. This course will give attendees an understanding of Emory's recruiting system, iCIMS and the hiring process.

YOUR FSAP

The Faculty Staff Assistance Program announces programs for the month of October

Connect and Chat. Sessions occur on ea.ch Tuesday, 12-1 pm via Zoom. October session topics include Attention Deficit Hyperactivity Disorder (ADHD) on October 18 and Intimate Partner Violence (IPV) on October 25. Join us to ask questions and learn information to support yourself and advocate for others. [Register here](#).

- o October 18 - In recognition of ADHD Awareness Month, we will answer the following questions: What is it? How do I distinguish typical distractibility/focus challenges from ADHD? How do I help loved ones who experience it? What does proper self-care for ADHD look like?
- o October 25 - In recognition of Intimate Partner Violence (IPV) Awareness Month, we will discuss how to identify IPV, how to help yourself or others who experience IPV, and how to find resources for assistance.

The FSAP Refresh. Sessions occur on the 1st and 3rd Wednesdays at 4:30 pm. The next session occurs on Wednesday, Oct. 19. Join us for a 15-minute virtual self-care experience to support your resilience. [Register here](#).

Mindfulness Meditation. The next session occurs on Wednesday October 26th, 1p-2p. Join at 1:00pm to learn the basics of mindfulness or join at 1:15pm for a guided practice and opportunities for discussion. Each 4th Wednesday of the month, you can learn strategies for staying centered and reducing your stress level. [Register here](#).

Single Mingle. Quarterly Session Oct. 27, 4 pm. Connect with other Emory employees for friendship, fun and learning. These quarterly 90-minute sessions facilitate support for single staff and faculty who seek to broaden their sense of community with other singles. Each session will be interactive and include a discussion theme. [Register here](#).

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.

Building Nutritious Eating Habits for Life

Wednesday, October 26 at 3:00 pm ET. Facilitated by Bright Horizons. [Register here](#).

We all know that good nutrition is important. But how do we ensure we're feeding our children what they need? Join Bright Horizons' child development expert Claire Goss for a conversation with Jennifer Anderson, registered dietitian, and the founder of Kids Eat in Color. From first foods to picky eating, find out how to work around cost, busy schedules, and changing preferences to build healthy habits for life.

The Sandwich Generation Stress

Wednesday, November 16 at 3:00 p.m. ET; [Register here](#).

No matter where your elder loved ones live, caregiving logistics can be a lot to manage — especially on top of caring for your child. Watch to learn how to navigate your emotions and responsibilities...and where to find help. Facilitated by Emory Vendor Bright Horizons.

Becoming a Resilient Parent

Tuesday, December 13 at 3:00 p.m. ET; [Register here](#).

We don't have to tell you that the work-family balancing act is a challenge — you're living it. In this webinar, we'll give you some stress-relief strategies to help build your resilience. Facilitated by Emory Vendor Bright Horizons.

NEWS AROUND CAMPUS

SECURING YOUR NEXT BAG!
Virtual Career Series
Upcoming Events
RESUME CRITIQUE
OCT. 20 | 9:00AM & 2:00PM
INTERVIEWING SKILLS
OCT. 27 | 2:00PM
PERSONAL BRANDING
NOV. 3 | 6:30PM

CONNECT TO ENGAGE & CELEBRATE
EMORY UNIVERSITY

PRESENTED BY
EMORY CAREER CENTER

Securing Your Next Bag! Career Workshop Series

The Emory Black Employee Network and the Emory Career Center are invested in your development. Join them for **Securing Your Next Bag!** This career-building series will offer tools to help secure your next role at Emory and beyond. Don't miss this opportunity to connect, engage, and celebrate your skills. All session will be offered via Zoom.

Resume Critique Workshop (Morning & Afternoon Sessions offered)

Thursday, October 20
9 AM – 10 AM or 2 PM – 3 PM
To register for the morning session, click [HERE](#)
To register for the afternoon session, click [HERE](#)

Interviewing Skills Workshop

Thursday, October 27
2 PM – 3 PM
To register for this event, click [HERE](#)

Personal Branding Workshop

Thursday, November 3
6:30 PM – 7:30 PM
To register for this event, click [HERE](#)

Indigenous Language Path Engagement Sessions

Emory community members are invited to learn about and provide input into a university-wide project to develop physical reminders and rituals on Emory's Oxford and Atlanta campuses to honor Muscogee language and knowledge as the indigenous language and knowledge of this land. Open engagement sessions with the Native-led consulting firm KAI and representatives of the Muscogee Nation will be held later this month. Additionally, the Muscogee Teach-in will be an opportunity to learn from members of the Nation about Muscogee culture today. Dates, times and locations are listed below.

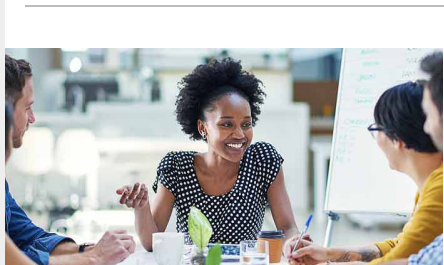
Thursday, October 27: Oxford Campus

5:30-7:30 pm - Student, Faculty and Staff Dinner Listening Session, Dean's Dining Room

Friday, October 28: Atlanta Campus

10:00-11:30 am - Faculty and Staff Breakfast Listening Session, Convocation Hall
2:30-5:00 pm - Muscogee Teach-in, Academic Quad (Rain Location: Rita Anne Rollins Building Room 102)

Register at <https://bit.ly/EmoryIndigenousLanguagePath>

**10% Off – New Project Management Certificate**

The new Emory Project Management Certificate is available to Emory staff with a 10% discount. Interested in building or enhancing your skills in project management? The new Emory Project Management Certificate is designed to sharpen your knowledge and skillsets, all within a newly streamlined 8-week learning program. The next two start dates are October 25, 2022 and January 17, 2023 – register soon to secure your spot. Use the code EAGLE12 at checkout for the 10% discount, and Speedtype is accepted. And remember, the EAGLE12 code is valid for 10% off of any learning in the ECE catalog. [Register now](#).



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](#)

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NEWS YOU CAN USE

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