



news you can use

Emory University Human Resources

OCTOBER 31, 2022



ANNUAL BENEFITS ENROLLMENT

It's Time to Enroll

Don't forget to complete your annual benefits enrollment before it closes on November 7th. As announced previously, medical, dental, and vision rates will not increase for next year.

Visit the [annual enrollment website](#) to compare costs, watch a webinar, and get instructions on how to enroll:



Long Term Staff Honored on October 18

On October 18, University staff members reaching service anniversary milestones of 25, 30, 35, 40, 45, and 50 years were honored and celebrated at a luncheon with President Fenves.

- [View spotlight stories](#)
- [View list of all honorees](#)

New Performance Management System Coming for FY23

Human Resources is currently in the process of transitioning to a new performance management system and will not be launching FY23 performance management forms at this time. If you are ready to begin setting goals for FY23, you will need to document those yourself until the new system is ready. You can use this [goal setting tip sheet](#) for assistance. Look for more communications coming soon and if you have any questions, contact lauren-ashley.mincey@emory.edu.

YOUR WELLNESS

Healthy Emory Connect Real Age Test

Last chance to earn \$75 for joining Healthy Emory Connect, powered by Sharecare and taking the Real Age Test!

RealAge Test is Sharecare's clinically validated health risk assessment offered as part of the Healthy Emory Wellness program. It guides you through a series of questions designed to gauge how fast you're aging based on your lifestyle and medical history as well as some often-overlooked risk factors like relationships and stress. RealAge is your first step to help you understand which of your good and bad habits are impacting your health. From there, the Sharecare portal provides you with content and programs to help you improve your overall health and obtain a younger RealAge. All benefits eligible employees can earn towards their yearly medical plan incentive by completing the RealAge test by November 15! [Learn more.](#)

Join the Fall Walking on Wednesday Series!

Thru 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 healthyemory@emory.edu.



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. Complete three for the four activities below to earn your medical plan incentive:

- Snooze Soundly Challenge (October 8 – November 8)
- Improve Your Sleep Challenge (October 1 – October 31)
- Fall Green Day Challenge (October 8 – November 8)
- Watch "Restful Sleep" Video

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 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 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 web page](#).

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.

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.

YOUR FSAP

Upcoming Faculty Staff Assistance Programs

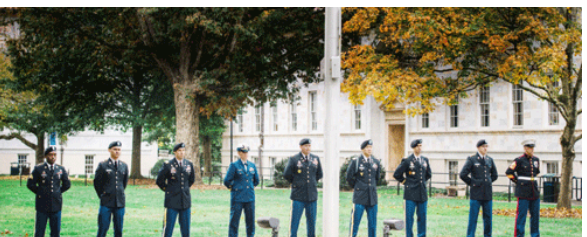
Connect and Chat sessions occur each Tuesday @ 12p-1p via Zoom. November session topics include healthy coping strategies for the holiday season. Join us to discuss and identify triggers that can bring out the scrooge in us, and coping strategies that can help to maintain a thankful and appreciative mindset. Whether you are looking forward to the holidays season or want to fast-forward to the new year, come to learn tips and strategies to get you through. You may register for these sessions by clicking [here](#).

The FSAP Refresh. The next session occurs on November 2nd. Join us for a 15-minute virtual self-care experience to support your resilience. Sessions occur on the 1st and 3rd Wednesdays at 4:30 pm. Click the link to register: https://zoom.us/webinar/register/WN_gOV82DSqW93UkUWAEFWQ

Anxiety Toolbox Series. The next session occurs on Thursday November 3rd at 1:30p. 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. Click the link to register: https://zoom.us/webinar/register/WN_5GvHJz2RTO8ePILPrCJg

Anxiety Toolbox Booster Series. The next session occurs on Thursday November 3rd at 12p. These sessions are for participants who previously completed the Anxiety Toolbox Series. One-hour sessions are offered once per month to support participants with anxiety management goals. Sessions are focused on the review of concepts and techniques.. Click the link to register: https://zoom.us/webinar/register/WN_5dps87HSRfOmCg6Z9E8Rw

NEWS AROUND CAMPUS



Emory Veteran's Day Ceremony on the Quad

Emory community members are invited to honor and celebrate our veterans at the University's **14th Annual Veterans Day Ceremony** on Friday, November 11, 2022, 11:00 am on the Quad.

- [View flyer.](#)

Time to vote!

Election season is in full swing! The [Emory Votes Initiative](#) is here to help the entire Emory community—staff, faculty and students—with questions about voting. Some FAQs:

- **Where and when can I vote early?** Now through Nov. 4, you can vote at any early-voting location in the county where you're registered. Here are locations and hours for [Fulton](#), [DeKalb](#), [Clayton](#), [Gwinnett](#), [Henry](#), [Cobb](#), [all GA counties](#).
- **I heard Emory has an early-voting station now – can I go there?** If you're registered to vote in DeKalb County, yes! It's at 1599 Clifton Rd. and is open 7 days a week through Nov. 4. [More info here.](#)
- **What if I want to vote on Election Day (Nov. 8)?** You'll need to go to your assigned precinct, 7am-7pm. Look up your assigned precinct location at www.myv.sos.ga.gov. 'My Voting Location.'
- **Can I see what will be on my ballot before I go?** Yes! Go to www.myv.sos.ga.gov. 'View Sample Ballot.' Another good resource: www.branch.vote.
- **Can I take time off work to vote?** Yes, Emory employees may take up to 4 hours paid time off for either early voting or Election Day voting. See the full policy [here](#).
- **What about voting by mail?** Please see [this sheet](#) and contact us ASAP for help! We can give you specific guidance for your situation.

More questions? Visit campuslife.emory.edu/vote OR email mgpak@emory.edu or hgebres@emory.edu OR leave a voicemail at 7-8077.



Addiction Alliance of Georgia opens new treatment center in Atlanta

Two years after launching the Addiction Alliance of Georgia, partners Emory Healthcare and the Hazelden Betty Ford Foundation are celebrating the official opening of the Emory Addiction Center. A formal ribbon cutting ceremony was held on Oct. 26. [Read more.](#)



SECURING YOUR NEXT BAG!

Virtual Career Series

Upcoming Events

RESUME CRITIQUE

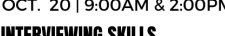
OCT. 20 | 9:00AM & 2:00PM

INTERVIEWING SKILLS

OCT. 27 | 2:00PM

PERSONAL BRANDING

NOV. 3 | 6:30PM



EMORY Career Center

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.

Personal Branding Workshop

Thursday, November 3

6:30 PM – 7:30 PM

To register for this event, click [HERE](#).

Latino Youth Leadership Conference Seeks Volunteers

The Latin American Association's 23rd annual Latino Youth Leadership Conference will be held on December 3rd, 2022, at Emory University. The LAA's annual Latino Youth Leadership Conference is an exciting day full of high energy, inspiration, motivational speakers, college access and career readiness workshops, and a College and Career Fair for Latino middle and high school students across Georgia. We need general volunteers as well as mentor guides for this conference. Log in to Emory Open to learn how you can help:

- [Latino Youth Leadership Conference – General Volunteers](#)
- [Latino Youth Leadership Conference – Mentor Guides](#)



Do You Wonder What Your Child's Thinking? We Do Too

Have you ever wondered how your child grows? How your baby learns about the world? What and how children think and remember? How they change as they get older and move from one developmental stage to the next? We would like to find out and you and your child can help! You and your children (age newborn-17 years) are invited to participate in engaging and active IN PERSON AND ONLINE research studies on child development with the Emory Child Study Center, where we study language, learning, memory, and how children understand space and numbers. Most studies last around one hour (weekend & evening appointments available) and are designed to be like games for the children, to make sure they enjoy their experience. Your child will receive a gift card and is sure to have a good time! Registering for our studies is easy. Just visit our website at <http://psychology.emory.edu/child-study-center> and sign up under the *How to Participate* link or contact us at childstudies@emory.edu; 404-727-7432.

Candler School of Theology Digital Info Session

Thursday, Nov 3, MRPL Lunch & Learn, 12:00-12:45 pm.

Are you interested in learning about Candler's most flexible degree? The Master of Religion and Public Life is designed for completion by a part-time or a full-time student in one to five years, and can be completed residually, hybrid, or fully online. Created for professionals in law, healthcare, social work, education, public service, and other fields, the MRPL lets you explore the interdisciplinary nature of religion and theology by taking courses at Candler and across the university. Register for the [info session](#).



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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