Working at Cornell

Staff Development Workshop Series

Staff Development Workshop Series 2022

Monday, July 18 – Thursday, July 21, 2022

A series of FREE staff development virtual workshops and Resume Reviews!

Would you like to participate in a mentorship? Have you wondered how gigs work, and if it's something you'd like to try? How can you network at Cornell?

Attend one or more of these workshops to learn about exciting new features and tools in Workday that will get your career into high gear!

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Monday, July 18

REGISTRATION & DETAILS FOR MONDAY, JULY 18

8:30-9:00 AM: Keynote Address
9:15 – 10:00 AM: Make New Connections and Grow Your Skills – Learn about the Skill-Based Mentorship Program

Mentoring is a great way to make new connections, grow your skills and make a difference in a colleague’s professional journey. All employees are eligible to participate in the new skill-based Mentorship Program, as a mentor, a mentee or both! The initial commitment is approximately four hours – two meetings a month, typically an hour long, for two months – that’s four meetings. You can choose to lengthen the commitment as you wish, it is up to you. Come join us in this session to learn more!

Presented by Amy Parmley

Register: https://cornell.zoom.us/meeting/register/tJwldeyurj8vEtfY7gCJmCNiyNI7kMlspU1

10:15 – 11:00 AM: How Can Workday Help Grow Your Network and Inform Your Next Possible Career Move?

“Networking is not about just connecting people. It’s about connecting people with people, people with ideas, and people with opportunities.”—Michele Jennae. Join us to walk through a demonstration of Workday’s Opportunity Graph, the Career Hub and Cornell’s Career Navigator. See how these tools can help you identify possible career paths based on your current job profile, recommendation for colleagues to connect with and more.

Presented by Deb Billups, Lindsey LaTray and Lauren Koskinen

Register: https://cornell.zoom.us/meeting/register/tJMtcO-oqikuHN3sA6mT-MEbRk7WElo27AX

11:15 AM – 12:00 PM: Gigs: Learn More about how these Hands-On Experiences Can Grow Your Skills (panel discussion)

People learn best through doing. Gigs are hands-on learning opportunities, outside of the regular day job, where employees can build skills while helping another team. Hear from your colleagues about their experience as a gig participant – including how they identified the gig, how they balanced the learning experience along with their day-to-day responsibilities and their key takeaways.

Presented by Harland Harris, Suzette Moschetti (CVM)

Register: https://cornell.zoom.us/meeting/register/tJLcuutrj8sG9NxC9F6W1_zSoRPs72MU3hW

1:00 – 1:45 PM: Managers View: Tips on How to Partner with Your Manager to Develop Your Career (panel discussion)

Are you interested in a gig or another development opportunity but having a hard time starting that conversation with your manager? Hear from these Cornell managers about how to best partner with your manager for optimal success.

Facilitated by Radhika Nayak and Panelists: Alan Joffrey, Carol Merkur, Jennifer Hynes, Joe Rowe

Register: https://cornell.zoom.us/webinar/register/WN_TcK8daJRQDea1_SqVrlfVQ
2:00 – 2:45 PM: Tips and Tools: How You Can Shine as an Internal Candidate (panel discussion)

Hear from Cornell Recruiters about how to put your best foot forward as an internal candidate. Join us to walk through a demonstration of how to complete your Workday professional profile and learn how your information is visible to Recruiters and Hiring Managers as they search for internal applicants.

Facilitated by Radhika Nayak and Panelists: Carolyn Chow, Laura Clark, Susie Jackson

Register: https://cornell.zoom.us/webinar/register/WN_4voBJtiAT1ChIhL6bn4cbQ

3:00 – 3:45 PM: Why Would You Host a Gig – Learn about the Benefits for YOU (panel discussion)

Gigs can be a Win/Win for employees and your organization. Host a gig to move forward with a small project that requires additional help, or to gain a different perspective on a task or committee while also providing a good learning experience for someone’s career. Hear from your colleagues about their experience as a gig host – including why they decided to host and what benefits they gained from their experience.

Facilitated by Radhika Nayak and Panelists: Carol Graubard, Eileen Grabosky, Becky Callan, Sarah Hogben

Register: https://cornell.zoom.us/webinar/register/WN_h2M62DOURfGgYYgJe6hlBg

Tuesday, July 19

REGISTRATION & DETAILS FOR TUESDAY, JULY 19

9:00 – 10:00 AM: Career Development Information Session

Have you thought about taking the next step in your career at Cornell but aren’t sure how to get started? We have curated this session to share tips for taking charge of your growth and career development and will be looking at tools and resources available to help you have a fulfilling career at Cornell!

Presented by Radhika Nayak

Registration: https://cornell.zoom.us/meeting/register/tJIoduyhpzsoG9EiPgqlmZ26ji7u8t652ABN

10:00 – 11:00 AM: Finding Balance (Goal Setting)

Each of us has competing responsibilities in our lives; including work, family, friends, and social commitments. With so much to balance, it can be easy to lose perspective and neglect ourselves. Working towards balance across the different areas of our lives is important because it helps us to better meet our needs and may contribute to greater overall well-being and life satisfaction. In this interactive session, you will evaluate your personal satisfaction in eight different life categories to possibly identify opportunities to bring more balance to specific areas of your life. We’ll then use a goal setting technique to address areas of your life that require more attention to increase personal satisfaction and achieve a more balanced life.

Presented by Debra Howell

Registration: https://cornell.zoom.us/meeting/register/tJUrcu2vrTMqEtLrS27Nuhw74M7ojCd8NZij
11:00 – 11:45 AM: Make New Connections and Grow Your Skills – Learn about the Skill-Based Mentorship Program

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Presented by Amy Parmley

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11:00 – 12:00 PM: Online Learning Tips

Learn how to navigate CULearn, Skillsoft, LinkedIn Learning, Microsoft and more!

Presented by Julia Leonard

Register: https://cornell.zoom.us/meeting/register/tJ0ofuugqzqjG9U0GQUfyp0z_tloP0z9Irdy

12:00 – 12:45 PM: How Can Workday Help Grow Your Network and Inform Your Next Possible Career Move?

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1:00 – 1:45 PM: Gigs: Learn More about how these Hands-On Experiences Can Grow Your Skills (panel discussion)

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Presented by Harland Harris, Suzette Moschetti (CVM), Freddie Salley

Register: https://cornell.zoom.us/meeting/register/tJEucOurpjkeG9KTxo3NdSCgd0KSo-EK-Hmo

1:00 – 2:00 PM: Journeying with Generations

The workforce today includes representation from as many as 5 generations. Have you ever spent time thinking about how this impacts your workplace culture? Your day-to-day activities? Have you ever wondered about how to better understand the perspective of someone from outside of your own generation and how you might communicate more effectively with this person? Please join us for a forum to discuss the ways in which we can improve our understanding of and communication with colleagues in a multigenerational workforce. You will also have the opportunity to learn about additional resources available to you here at Cornell to support you in this endeavor.
Presented by Ari Mack and Dane Cruz

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2:00 – 2:45 PM: Managers View: Tips on How to Partner with Your Manager to Develop Your Career (panel discussion)
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Wednesday, July 20

REGISTRATION & DETAILS FOR WEDNESDAY, JULY 20

9:30 AM – 12:00 PM: It Depends on the Lens
The Cornell Interactive Theater Ensemble and the Cornell University Recruitment and Employment Center worked very closely to develop this interactive scenario on unconscious bias in the staff search process. In this workshop for hiring managers, supervisors and search committee members, participants watch a filmed scenario of a search committee meeting, as five staff members begin to articulate their opinions about candidates for the short list. Following the scenario, the participants have an opportunity to ask one of the characters questions about the meeting. The CITE facilitator conducts a guided discussion of the participants responses to the scenario and the characters. This discussion is followed by a research talk on unconscious bias, describing the studies used to develop the interactions depicted in the scenario. The
session concludes with a discussion of legal considerations and best practices for combating unconscious bias in searches.

Presented by Dane Cruz, Jennifer Fonseca and Wendy Tarlow

Register: https://cornell.zoom.us/meeting/register/tJMuc-6prTwiGNMpGRoxQAtafs668iuZ6hMk

11:00 AM – 1:00 PM: So You Want to be a People Manager?

Discover if you have the desire and would like to acquire, or hone, the skills to be an excellent people manager. Data recently gathered at Cornell and supported by data being reported on across the world, indicates that people don’t leave jobs, they leave bad managers and toxic work environments. Too often in the past individuals who were good technical experts were chosen to lead and manage others. Often the skill that makes you the best technical expert is completely different than the skill of leading and managing others. Excellent people managers are critical to creating a culture where people feel valued, a sense of belonging, engaged, and empowered. Further, when the development of people is supported, they are enabled to achieve the organization’s mission and vision. Join us in discovering the rewarding aspects, as well as realities, of being an exceptionally talented and highly regarded people manager!

Presented by Kathy Burkgren and Marcus Brooks

Register: https://cornell.zoom.us/meeting/register/tJUud-urqTorH93ioilpNrmRMkhMp7Rp-crZ

12:00 – 1:00 PM: Online Learning Tips

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Register: https://cornell.zoom.us/meeting/register/tJYq6-yr-urzvqHNP3Jm2aSCSp9vxiqWjLQxR

2:15-3:00 PM: Reducing Bias in Your Job Ads

In this session, we will go over ways to reduce biased language in your job ads. Carolyn will introduce a web interface tool that will analyze your job ad draft. The tool also gives alternate word options so you don’t have to spend a lot of your time coming up with non-biased word replacements. And, because the tool is an online web interface where the results and suggestions are based in research, you can feel more confident that your job ad is as inclusive as possible, when it comes to gender and racial language. The tool saves you time and helps ensure you post job ads that are more attractive to diverse populations. Join us!

Presented by Carolyn Chow

Register: https://cornell.zoom.us/meeting/register/tJEuduyvrz0uHd0sM7HK5EyXJkagzYSSW79M
3:00 – 4:00 PM: Navigating confusion, Conflict and Curiosity with an Ombuds

Have you ever wondered how an Ombuds could be helpful to you and others? Join two of Cornell's Ombuds for an overview of this confidential and independent resource available to all community members. There will be time for discussion and Q&A!

Facilitated by Tracey Brant and Linda Falkson

Register: https://cornell.zoom.us/meeting/register/tJUof-qsrTgvH9B5_4Y3eSXzEq5aXFZt62Oh

Thursday, July 21

REGISTRATION & DETAILS FOR THURSDAY, JULY 21

9:00-10:00 AM: For Managers: How to Support Your Staff in Their Career Development

Every employee has some plan for their career, but they may not know how to achieve it. It’s up to the managers to support employee career growth so they’ll build their skills and be motivated on the job. Showing employees that they have the support of both the organization as well as the manager in their career advancement can lead to better retention and organizational growth overall.

Our panelists today will share advice and tips on how you, as a manager at Cornell, can support your employees career development so that they feel empowered to tap into their professional career goals.

Facilitated by Radhika Nayak. Panelists: Kathy Burkgren, Joe Rowe, Nicole Woodhull

Register: https://cornell.zoom.us/webinar/register/WN_hiqoifXGQnigINwDwaeMA

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