



# JOIN OUR FALL WORKSHOP SERIES

SPONSORED BY CI'S PROFESSIONAL DEVELOPMENT PROGRAM

**Thursday, October 22 – 9:30- 11:00a.m.  
Ojai Hall 1986**

## **HR presents: Why, Oh Why? Understanding Position Descriptions & Requisitions**

Position descriptions and requisitions are a part of our everyday life on campus and often require multiple iterations by the preparer. This seminar will clarify the “whys” and provide the attendee with the knowledge and confidence to complete both forms successfully the first time and reduce the processing time, turning our “whys” into “wins”.

**Tuesday, October 27 – 9 – 11:00a.m.  
BELL TOWER 1568**

## **Optum Health Services Presents: \*Workplace Engagement (\*Intended for Managers/Supervisors/Leads)**

This seminar will help you develop, implement and maintain an employee engagement program at your workplace. Facilitators will highlight understanding what employee engagement is and give you tools for getting employees engaged at their workplace.

We appreciate your RSVP 5 days prior to session: [https://csuci.qualtrics.com/SE/?SID=SV\\_6lh3t8yuAyg8fY1](https://csuci.qualtrics.com/SE/?SID=SV_6lh3t8yuAyg8fY1)

Questions? Contact: [wendy.olson@csuci.edu](mailto:wendy.olson@csuci.edu)

Look for November Workshop Information Coming Soon..



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