

OCTOBER 2018

Dear Curry Supervisors:

The Faculty Council and Curry Staff Advisory Committee are pleased to provide information and resources for supervisors. You will receive monthly emails that provide material addressing issues that you have indicated are important to you.

Today's Topic is: Owning your Development

On behalf of Human Resources Talent Development

At UVA, we are committed to – and known for – our culture of continuous learning, professional growth, and developing strong leaders. We walk this talk through the many programs, tools, and resources designed to reach every individual's learning style. Recently the Center for Leadership Excellence, Medical Center Learning and Organizational Development, and School of Medicine Organization Learning and Development teams joined forces to create the new Talent Development team and together will continue to offer a full range of programs and services with which you are familiar, plus new and exciting offerings.

Talent Development's classes are free and open to all Academic Faculty, Staff and Health System Team Members. Classes typically run 2-3 hours and are offered at different locations and times throughout the week. Click [HERE](#) to visit our website for the dates, locations, facilitators, and course descriptions. Examples of course offerings include the following:

[Growing Your Career](#)

Learn fundamental tools to help you create and implement solid career plans.

[Fundamental Skills for Workplace Success](#)

Success at work can depend on your ability to shine in these crucial areas of performance.

[Leadership Skills for Managers](#)

Information on developing your leadership philosophy and on coaching your employees to be the best at what they do.

[ELearning](#)

Talent Development is committed to providing a variety of [online learning](#) options for you. Take advantage of your [free subscription](#) to Lynda! Talent Development-curated Playlists at Lynda.com are collections of videos that center on a specific topic or goal. Here are some playlists of courses created by the Talent Development for you.

Now is the time to: Make sure performance goals are entered into LEAD@

Tip of the Day: Schedule Time for Your Most Important Work:

No one likes getting to the end of the day and feeling that, even though you've been frantically working for eight hours, you haven't accomplished anything important. To avoid spending all your time answering emails and texts, try scheduling important tasks in your calendar. Block out an hour or two so that the task doesn't get lost in the blur of the day. Adapted from "[How to Focus on What's Important, Not Just What's Urgent](#)," by Alice Boyes; Harvard Business Review