

CLASSIFIED PD PROGRAM-SPRING 2020 SCHEDULE

GCCCD Essentials: The GCCCD Machine	Cuyamaca	Grossmont & District Services
In higher education, we are riddled with acronyms, various employee classifications, board policies, administrative procedures, education codes, and funding sources that may be challenging to understand as a whole and challenging to figure out how your role fits into the larger system. This session will help to make sense of how everything ties together to make our GCCCD engine run.	B-270 10:00 am-11:20 am	70-066 10:00 am-11:20 pm
	Thursday, 2/6/2020 10:00 am-11:30 am	Friday, 2/21/2020 10:00 am-11:30 am
Applying From Within	Cuyamaca	Grossmont & District Services
One of the best places to look for a new job is right here in the district! You may be interested in transitioning to a different role within the district, shifting your career focus, or transferring to a new department. We want to keep our employees, and if you're interested in a job change, but don't want to switch employers, checking out what internal options are available can make good sense.	B-270 10:00 am-11:20 am	70-066 10:00 am-11:20 pm
	Thursday, 3/5/2020	Thursday, 3/19/2020
	Thursday, 7/2/2020 Thursday, 11/5/2020	Thursday, 7/16/2020 Thursday, 11/19/2020
Creating a Culture of Excellence	Cuyamaca	Grossmont & District Services
One of GCCCD's six values is Creating a Culture of Excellence. Creating a culture of excellence is the responsibility of each GCCCD employee to contribute to a healthy work environment for ourselves, our colleagues, and ultimately for our students. Though easy in theory, there are some challenges and opportunities to explore in order to contribute to the Culture of Excellence.	B-270 10:00 am-11:20 am	70-066 10:00 am-11:20 pm
	Thursday, 4/2/2020	Thursday, 4/16/2020
Communicating Effectively with Your Supervisor	Cuyamaca	Grossmont & District Services
Developing a healthy work relationship with your supervisor is an essential skill that is dependent on effective communication. Effective communication with your supervisor is a key element of your eventual success in the workplace. Therefore, it is important that you feel comfortable and prepared to approach your supervisor to discuss concerns, request assistance, or report work progress.	B-270 10:00 am-11:20 am	70-066 10:00 am-11:20 pm
	Thursday, 5/7/2020 Thursday, 9/3/2020	Thursday, 5/21/2020 Thursday, 9/17/2020
Preparing for Performance Evaluations	Cuyamaca	Grossmont & District Services
At GCCCD, all New Employees (except Faculty) are evaluated quarterly during their first year of employment. Upon completion of the first year, performance evaluations are completed annually. Being prepared for the evaluation is essential to a successful meeting with your supervisor, and is an opportunity to highlight your contributions to your department, your growth in the role, and as a professional, as well as being open to feedback that can support further professional growth and development.	B-270 10:00 am-11:20 am	70-066 10:00 am-11:20 pm
	Thursday, 6/4/2020	Thursday, 6/18/2020
	Thursday, 8/6/2020 Thursday, 10/1/2020	Thursday, 8/20/2020 Thursday, 10/15/2020