



TEXAS A&M
AGRI LIFE

May 17, 2021

TO: Texas A&M AgriLife On & Off Campus HR Contacts

SUBJECT: 2021 Texas A&M AgriLife Administrative Services Employee Development Workshop Series – Course Recordings & Registration Links

Texas A&M AgriLife Administrative Services is pleased to announce our 2021 Employee Development Workshop Series. **The catalogue of course descriptions and registration links is attached.** All topics will be delivered virtually and targeted to employees and managers. Please share with employees in your unit, as appropriate, including faculty.

Course providers are

- Texas A&M AgriLife Administrative Services
- Texas A&M AgriLife's EAP Provider, Guidance Resources

Here are recordings of some of our early May workshops if you missed them

[Addressing Employee Performance Issues in a Supportive Way](#) (~55 minutes)

When addressing performance issues, it can be hard to show employees that you care about and support them, while still being clear about problems and expectations. This session offers tools for having supportive conversations in these challenging situations.

[Giving Effective Feedback in Personal or Work Situations](#) (~33 minutes)

Giving effective feedback is difficult. Most people avoid opportunities to give constructive feedback and give infrequent and often unhelpful positive feedback. This session addresses strategies on how to deliver effective feedback at work or at home. The training will offer multiple examples and provide participants with ample practice to learn how to give feedback that helps individuals improve performance.

Upcoming Courses

Each course has an individual registration link underneath the course title; you should receive a confirming email when registered.

Workday - Hiring Process

Wednesday, May 19, 2021 @ 10:30 – 11:30 a.m.

[Registration Link: Workday - Hiring Process](#)

Presenter: Jeanette Phillips

Description: Hiring Process – A step by step review of the hiring process in Workday. Presentation will include an overview of a direct hire and utilizing Workday Recruiting. Learn how to get through the process as quickly and efficiently as possible.



TEXAS A&M
AGRILIFE

Being Adaptive in Order to Thrive in Our Everchanging World

Monday, June 7, 2021 @ 8:30 – 9:15 a.m.

[Registration Link: Being Adaptive in Order to Thrive in Our Everchanging World](#)

Presenters: GuidanceResources

Target Audience: Anyone who wants to build skills to be more adaptive inside and outside of work.

Description: “Because we’ve always done it like that,” may not be the best answer to, “Why do we do the things we do?” In our ever-changing world, we are seeing shifts in our markets and economies, our cultural norms, our behaviors, and ourselves. Now is the time to thrive by learning how to be adaptive and to be consistently able to change yourself to accommodate and maximize the benefits of change.

By the end of this workshop, you will be able to:

- Differentiate between being adaptive and similar concepts
- Recognize the importance of being adaptive in work and life
- Examine traits of highly adaptive people
- Outline action steps to take to improve adaptive skills

Health & Wellness: An Overview of MyEvide

Wednesday, June 16, 2021 @ 11:00 – 11:30 a.m.

[Registration Link: Health & Wellness: An Overview of MyEvide](#)

Presenter: Judy Kurtz

Description: An overview of MyEvide, our one-stop-shop for benefit resources with a focus on the Two-Step Wellness Program – benefits and, how to access it?

Questions should be directed to agrilifehr@ag.tamu.edu .

Texas A&M AgriLife Human Resources | <http://agrilifeas.tamu.edu/hr/> | p. 979-845-2423