

# N: PeoplewoHRks

## An invitation to new leaders!

PeoplewoHRks is **required training for all new leaders** to gain a better understanding of the various human resources (HR) processes across the organization as well as tools and resources available.

During this interactive learning experience, we'll address the following questions:

- How can I better understand the various HR processes and functions in order to carry out my leadership role?
- How can I acquire a stronger foundation of what HR tools and strategies are to support my leadership role?
- Where can I locate the HR tools and resources?

## Who should attend?

All new leaders hired (or promoted to leadership) effective February 2015 and forward are required to complete this training within the first 6 months as a Novant Health leader. Other leaders are welcome to attend as space allows.

## Class date, time and location

**Tuesday, April 17, 8 a.m. to 5 p.m.**

Kilpatrick Building  
Emerald classroom  
4020 Kilpatrick Street  
Winston-Salem, NC 27104



## Objectives

After successfully completing this class, you will be able to:

- Describe the Novant Health HR departmental structure and tools/resources
- Explain the hiring and transfer process for team members
- Identify strategies and tactics surrounding team member engagement and retention
- Use API to appropriately manage team members' time and attendance
- Apply the provided tools to effectively manage team member performance

**Register through I-Learn by browsing for: z2503 PeoplewoHRks. After registering, you will receive a confirmation email with details for the class.**