

AUGUST 2023

Monthly / Weeklong Events

- National Civility Month

SUN	MON	TUES	WED	THURS	FRI	SAT
		1	2	3	4 <i>\$5 Lunch 53 Commons</i>	5
6	7 <i>Classes Start at Tuck & Purple Heart Day</i>	8	9 <i>Summer BBQ at McKenzie</i>	10	11	12
13 <i>Left-Handers Day</i>	14 <i>Aromatherapy Lunch & Learn</i>	15	16	17 <i>Marcus Garvey Day (Jamaican)</i>	18	19 <i>World Humanitarian Day</i>
20	21 <i>Senior Citizens Day</i>	22 <i>American Business Women's Day</i>	23 <i>Summer Term Classes End</i>	24	25	26 <i>Women's Equality Day</i>
27	28	29	30	31		

SEPTEMBER 2023

Monthly / Weeklong Events

- Hispanic Heritage Month
- National Guide Dog Month
- Suicide Prevention Month

SUN	MON	TUES	WED	THURS	FRI	SAT
					1 <i>\$5 Lunch 53 Commons</i>	2
3	4 <i>Labor Day</i>	5 <i>International Day of Charity</i>	6	7	8	9
10	11 <i>Community Cookout & Fall Term Classes Begin & Patriot Day</i>	12	13	14	15 <i>International Day of Democracy & Rosh Hashanah begins</i>	16 <i>Mexican Independence Day</i>
17	18	19	20	21 <i>International Day of Peace & World Gratitude Day</i>	22 <i>National Native American Day</i>	23 <i>Geisel Reunions</i>
24 <i>Yom Kippur</i>	25	26	27	28	29 <i>Sukkot</i>	30 <i>Family Weekend</i>

CONGRATULATIONS to the following employees who celebrate milestone years of service in **August!**

36 Years	Jonathan Blake	Painter
30 Years	Andrew Perkins	Maintenance Worker
15 Years	Sie Soukone	Custodian
10 Years	Joanna Bennis	Capital Program Controls Coordinator
10 Years	Benjamin Robbins	Cook Assistant
10 Years	Kenneth Chandler	Custodian
10 Years	Daniel Bean	Custodian
5 Years	Emily Sanborn	Custodian
5 Years	Anthony Sperry	Cook

For this purpose, milestones dates are based on Service Date, the start date of full-time benefited employment.



August is National Civility Month

Politeness and Chivalry are vital aspects of **Civility**. These aspects of civility allow us to make intimate connections and build relationships with one another. With Civility, we can create more friendships or allow workplaces and homes to become welcoming environments that everyone wants to be a part of. Commemorating Civility month is a reminder to respect one another. At our institutions, we interact with students from all walks of life, and become more diverse. People being civil to others is what makes the world a whole lot better and is the key focus of National Civility Month, which is held in this month of August.

The purpose of this holiday was founded to help us remember to treat others the way we wish to be treated ourselves — with kindness, empathy, and respect. As we are gaining a new understanding of ourselves and the environment around us, we are reaching out to people, sharing our love and care, and being civil to one another. We may still have a long way to go to become a world mostly free of incivility, and at least let this start with us.



Ways to Observe National Civility Month

1. Practice civility ourselves

True change begins with us. So, remember to maintain civility in all interactions with other people. Spend time reflecting on your actions, noting how people reacted to them, and, figuring out how you can better yourself in this regard.

2. Influence others towards civility

Your civility can inspire others, too, like a ripple effect. Be the role model and the standard of decent human behavior, so others around you maintain the same levels of civility. If there is misbehavior in a meeting, call out that negative behavior and educate your employees about best civility practices.

3. Raise awareness about civility together

Talk to people around you about the importance of this day. You could also drive change by encouraging various officials to hold special events on civility awareness and training this month (or yearlong).

Reference:

National Holidays. (2022). <https://www.nationaldayarchives.com/day/national-emotional-civility-day/>

*Submitted for the NACRAO Diversity, Equity, Inclusion, and Belonging Committee
by Veronica Guzman, Assistant Director of Admissions, Wayne State College*



Professional Development Opportunities at Dartmouth

For a full list of Workshops and to Register please visit:

https://www.dartmouth.edu/hr/professional_developmentlearning_opportunities/workshops_programs.php

All Dartmouth workshops are free of charge for the participants.

<u>Date</u>	<u>Course</u>
August 23, 2023	Creating a Trauma-Informed & Resilience Focused Team (via Zoom)
September 1, 2023	Communicating with Impact (via Zoom)
September 8, 2023	Feel Good First Fridays with TED: A guide to collaborative leadership (via Zoom)
September 21, 2023	Beating Burnout: How to Keep Motivated and Engaged (via Zoom)
September 27, 2023	Navigating Beyond Conflict (via Zoom)

Certificate Programs to Consider Completing

DartSmart

DartSmart is HR's campus-wide training series designed to support the success of our supervisors and managers. DartSmart clarifies the facts and dispels the myths around campus policies and expectations for Dartmouth employees. The program is focused on the best practices to motivate, manage, and retain good teams.

Inspiring Leaders

The Inspiring Leaders program delivers professional development to individuals interested in cultivating their potential in current and future positions by developing and refining their leadership skills and abilities.

STAR Academy

The objective of the STAR Academy is to provide Dartmouth's administrative professionals an opportunity to develop their technical and power skills. By completing ten Core Courses and four Electives in a 2-year period, an individual can enhance their effectiveness in their role and increase opportunities for mobility at Dartmouth.