The Office of Human Resources’ monthly leadership update provides you with learning opportunities, support for leading your team and other information that may be beneficial to you as a leader in the UM System.

**Events**

**July Quarterly Leadership Session**

**Friday, July 28**

1:00 – 4:00 p.m.

Country Club of Missouri

40% of employees nationwide report being well informed about the goals, strategies and tactics of their organization. But uncertainty about the direction of an organization can lead to chronic stress, which inhibits the release of oxytocin and often undermines our teamwork. Openness is the antidote. Join us for our upcoming meeting to learn about trust, how to build it and how it advances us as an organization.

The session will be opened by Suzette Heiman, Interim Executive Director of Strategic Communication and Marketing, and the learning portion will be facilitated by John Thomas of Careers & Culture.

**Develop your leadership skills**

The performance appraisal process is winding down. That means it’s likely you’re administering reviews to your direct reports. Did you know you can use reviews to build trust? Think of the review process as an opportunity to build stronger working relationships with your team by following a few recommendations, below.

**Discuss Career Goals**

**To inspire trust:**
- Follow-through on actionable items.
- Set realistic goals and expectations.
- Buy in to your direct report’s aspirations, and help that person move down a career path.

**Avoid:**
- Not setting clear goals.
- Not addressing financial resources.
- Dictating conversation rather than discussing.

**Agree on Metrics**

**To inspire trust:**
- Be open, honest and transparent.
- Clarify expectations you may have.
- Remain accountable into the future.
- Ensure metrics and evaluations based on metrics are consistent across direct reports.

**Avoid:**
- Not providing resources that are required for your direct report to improve their capabilities.

**Did You Know?**

Careers & Culture provides a three part series, Leadership Foundations, and this service is available to all new leader at the UM System, as well as seasoned leaders interested in sharpening their skills. Descriptions and schedules are available on our Leadership Foundations webpage.

**Engage with us!**

Careers & Culture is dedicated to equipping you in your leadership abilities so you can better support your team. Please take a leadership challenges poll, so we can understand the challenges you face and provide you with tailored courses and materials in the future.
Training Window Open

All employees are required to complete Discrimination Prevention and Title IX and MakeIT Safe training by October 31. How does this impact you as a leader? In addition to fulfilling the requirement for yourself, you'll receive periodic updates informing you if your direct reports haven't completed the training.

Share successes or get advice on a leadership issue. We may feature your submission in our next issue so others can learn from your challenges or share in your success.

“A great person attracts great people and knows how to hold them together.” - Johann Wolfgang van Goethe

Office of Human Resources | Contact the Careers & Culture Department at umhrcareersculture@umsystem.edu