

Student Employment Staff & Faculty Training

Student Employment is coordinating with TTaDA to host trainings for supervisors and hiring managers of student employees in preparation for the Fall semester. Registration is open now!

Student Supervisor Prep

- Is this your first-year supervising student employees? Are you looking for a refresher or assistance as you prepare for the upcoming year? Look no further!
This course will cover the resources available to student employee supervisors, as well as compliance reminders, and important dates and deadlines.
- [Student Supervisor Prep Course Registration](#)
- Dates: July 19 or August 16 10AM – 11:AM

Recruiting Solutions for Student Employment

- Recruiting Solutions is a module of Peoplesoft, used for all recruiting processes for staff, faculty and student hires.
This crash course tutorial will demonstrate the student process from posting the position to the final hire. Attendees will learn RS tips and tricks, and receive resources to ensure they are prepared to recruit and retain student employees for the 2021 - 2022 academic year.
- [Recruiting Solutions for Student Employment Course Registration](#)
- Dates: July 19 or August 16 1PM – 2PM



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Student Employment Trainings

And

Payroll Basics and Intermediate Trainings

Payroll Basics and Intermediate Trainings

Payroll Basics and Payroll Intermediate classes will now be offered as one-on-one training sessions. The range of the participants experience in our past sessions have been so broad that to better serve our co-workers, we would like to offer these sessions as one-on-one or to a department group. This way we can focus more on what information is wanted and can be geared to the individual's level of knowledge.

Please call to setup a session:

Joanne Barstad 7-2156 – Payroll Basics
Trish Muir 7-6973 – Payroll Intermediate