

The Occupational Programs Bi-Weekly Wrap Up

UVA Facilities Management



10.27.2023

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***Don't forget:
Reasons to Celebrate!***

Be Flu-Free in 2023! 

Annual Flu Vaccine Clinic

November 10, 7:30 AM-2:00 PM
at Zehmer Hall Lounge. Walk-ins only.

Questions?

Contact Employee Health: (434) 924-2013

Upcoming FM Training Topics

Goal Setting for Success

- ★ Nov. 14, 10:30 AM-Noon, HSPP 'O' Conf. Rm
 - ★ Nov. 16, 1-2:30 PM, Skipwith Rm. 110
- Register: <https://at.virginia.edu/FMGoals1123>

Building Effective Habits

- ★ Dec. 12, 10:30 AM-Noon, HSPP 'O' Conf. Rm.
 - ★ Dec. 13, 1-2:30 PM, Skipwith Rm. 112
- Register: <https://at.virginia.edu/FMEffecHab1223>

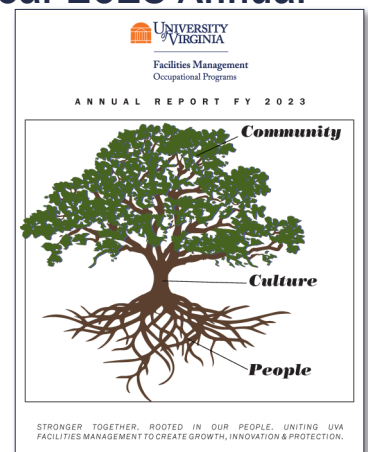
If you have questions or would like to request a team training, email FM-Training@virginia.edu.

ANNUAL REPORT

UVA FM Occupational Programs is proud to present our Fiscal Year 2023 Annual Report.

How can we collaborate with your team this year?

Read more:
<https://at.virginia.edu/M7dwup>



Let Us Know: You can always email FM-OHS@virginia.edu if you have suggestions or story ideas. Now there's a new way to get in touch — **Let us know** by answering a few quick questions.



DIVERSITY, EQUITY & INCLUSION

Please join the **Military Veterans Employee Resource Group** (Mil Vets) for breakfast honoring service veterans in our UVA community. **RSVP to the event** and add it to your calendar.



THE UVA
MILITARY VETERANS EMPLOYEE RESOURCE GROUP
PRESENTS

— ★ ★ ★ —

2023
VETERANS DAY
Breakfast

An event to thank military veterans at UVA for their military service!

★ ★ ★ ★ ★ ★ ★ ★ ★ ★ ★ ★ ★ ★ ★ ★

A catered buffet breakfast will be served

★ ★ ★ ★ ★ ★ ★ ★ ★ ★ ★ ★ ★ ★ ★ ★

WEDNESDAY
NOV 8, 2023
9:30 AM
ERN COMMONS

— ★ ★ ★ —

RSVP HERE

to help us provide an accurate head count for catering

— ★ ★ ★ —

PARKING AVAILABLE AT THE SLAUGHTER REC CENTER
PARKMOBILE ZONE: 5502

Questions or comments about DEI updates? FM-DEI@virginia.edu



OCCUPATIONAL TRAINING

Leadership Connection: Leadership and Encouraging Accountability

Accountability in any organization is highly desired, although [author Ron Carucci shares](#) that one view of accountability is less productive: “The fundamental problem with accountability is that it now involves little more than the process of accounting. The scorekeeping nature of this process yields a built-in negativity bias.”

Carucci further shares that through dignity, fairness, and “restoration rather than blame” you can encourage accountability in your staff.

Read Carucci’s article: <https://at.virginia.edu/IHobKJ>

Further reading on the importance of leadership & developing accountability:

→ Your Accountability Problem Is a Leadership Problem: How To Unlock Next-Level Performance (Forbes):

<https://at.virginia.edu/Zxph5I>

→ Leadership Accountability: How to Build It Into Your Culture (Betterworks): <https://at.virginia.edu/SZQdDH>

Related Workday eLearning (requires Netbadge login):

→ Demonstrating Accountability as a Leader: <https://at.virginia.edu/PVt2jh>

→ Communication for Performance and Accountability: <https://at.virginia.edu/OHemny>

→ Holding Your Team Accountable: <https://at.virginia.edu/M6VFFt>

By Mark Orr, Senior Training and Development Specialist, pne4yf@virginia.edu, P 434-962-1020



NEW EMPLOYEE ONBOARDING

Joining FM as of October 23

(listed from left to right):

- **Shaquille Carter**, Custodial Services, Housing
- **Austin Burkholder**, BAS Controls Assistant, Automation Services
- **Danny Filler**, Drywall/Plasterer, C&RS
- **Cynthia Chambers**, Custodial Services, Housing
- **Milton Mozie**, Custodial Services, South Lawn

ARE YOU LEAVING \$\$\$ ON THE TABLE?



Invest in yourself with UVA’s [Education Benefit!](#) What You Need to Know:

→ You have an education benefit of \$5250 per year if you have had 6 months of service in [a benefits-eligible position](#) at UVA. **Education Benefit requests for 2023 are due in Workday by December 15.**

→ The program offers two options: **Tuition Benefit** OR **Professional Development Benefit**

★ **The Tuition Benefit** is applied to for-credit coursework toward a degree or academic certificate program. Up to the full \$5,250 may be used for tuition toward a degree-seeking program.

★ **The Professional Development Benefit** is available for use on job- or career-growth offerings relevant to your current job. Up to \$2,000 may be used for professional development, including classes, certification training, and conferences. This leaves \$3,250 to be used toward the Tuition Benefit if you also choose to pursue a degree or certificate program.

→ **Education Benefits** are paid through your paycheck within two pay periods from the date of approval. Employees are encouraged to submit requests far enough in advance to obtain approval prior to registering for courses.

More information: <https://hr.virginia.edu/career-development/education-benefits-1>



APPRENTICESHIP

Recruitment Season

See Apprenticeship out & about! On October 25, the Apprenticeship Team took part in the [UVA Pipelines & Pathways Career Fair](#) held at Carver Recreation Center in Downtown Charlottesville. Joining the team were FM representatives promoting positions within custodial, landscape, C&RS, and recycling.

Do you know of a classroom or community group that would benefit from learning more about UVA Apprenticeship? Or a local job fair that potential future apprentices may be attending?



UVA FM Apprenticeship at the Pipelines & Pathways Career Fair on October 25. Photo provided by Sarah Ditulli.

Let us know! Pass our information along & have the organizer email

FM-Apprenticeship@virginia.edu

We will begin accepting applications for the incoming class in spring of 2024.

Save the Dates: National Apprenticeship Week & Graduation



GRADUATION: Apprenticeship Class of 2023

November 15, 1:30 PM
Newcomb Hall Ballroom



National Apprenticeship Week, November 13-19, is a nationwide celebration of Registered Apprenticeship Programs (RAPs).

Learn more: <https://www.apprenticeship.gov/national-apprenticeship-week>

More details on these events coming soon.



OCCUPATIONAL HEALTH AND SAFETY

Did You Know? Jobsite Fire Safety Tips

Use these tips to keep everyone safe at the jobsite:

- Dispense flammable liquids in areas free from sparks, flames, and other sources of ignition.
- Keep all containers of flammable liquids closed or covered when they are not in use. Return them to their designated storage area when you are done using them.
- Keep all wastepaper, cardboard, and similar combustible materials cleaned up and placed in designated waste receptacles.
- Smoking is allowed only in designated areas. Always dispose of butts in designated receptacles.
- Make sure portable fire extinguishers remain fully charged and accessible at all times.



Read more on fire prevention: <https://at.virginia.edu/vlzGrK>

Tools for Your Toolbox: Holiday Stress Tips

As we approach the holiday season, remember to take extra care of your mental health. A [2014 NAMI study](#) found 64% of people with mental illness state the holidays make their condition worse.

Here are some tips to help prioritize your mental health this holiday season:

- **Accept & acknowledge your feelings.** Give yourself compassion instead of judgement.
- **Maintain healthy habits:** prioritize rest, exercise, and practice eating a healthy diet.
- **Set boundaries.** Remember it's ok to say "No".
- **Make time to connect.** Schedule time for your important relationships, including yourself!



Check out FEAP for additional resources:

<https://uvafeap.com/>
feap@uvahealth.org
434.243.2643





GIVE YOURSELF PERMISSION TO

SLOW DOWN WITH INTENTION

FEAP

Faculty & Employee Assistance Program

***FM/FEAP Roundtable Session
Nov. 8, 9-10 a.m.
Skipwith Hall, Room 010***

FM is rolling out a new **PAUSE** initiative that encourages employees to slow down with intention and better manage stress. Join us to practice the **PAUSE** technique and talk about common stressors.

Coffee and donuts will be provided.



PAUSE AND TAKE A DEEP BREATH.



ACKNOWLEDGE YOUR EMOTIONS WITHOUT JUDGMENT, AND WITH SELF-COMPASSION



UNDERSTAND YOUR OPTIONS



SELECT WISELY



ENGAGE IN POSITIVE ACTION



Scan the QR code to attend on Zoom



let's celebrate!

Reasons to celebrate are all around us!

Here are some upcoming holidays this week, both fun and serious. Click on each to learn more.

October 27: National Mentoring Day

**October 28: National Prescription
Drug “Take Back” Day**

Charlottesville/Albemarle locations: <https://at.virginia.edu/lydyJm>

October 29: Polar Bear Week

October 30: Mischief Night

October 31: Halloween

November 1: Extra Mile Day

**November 2: Day of the Dead/Día de
los Muertos**



OCCUPATIONAL PROGRAMS



View & Apply for UVA FM Jobs

Current UVA Employees Search for and apply to jobs using your existing [Workday account](#):

See UVA HR's How to Apply: for Internal Candidates: <https://at.virginia.edu/jgLuzS>

External Applicants (not currently employed by UVA) will be prompted to create a profile in Workday when applying: <https://uva.wd1.myworkdayjobs.com/UVAJobs>

Not all listings are available to external applicants.

Questions on job listings should be directed to AskHR@virginia.edu

FM JOB LISTINGS*

- R0053761 Facilities Services Representative
- R0046368 HVAC Mechanic or HVAC Senior Assistant
- R0051420 Project & Construction Management Supervisory Team Leader
- R0051031 Geospatial Space Analyst
- R0051133 Electrician
- R0053881 Painter
- R0051985 Electrical Engineer/Engineering Associate
- R0053729 Senior Trades Utility Worker
- R0053078 Senior Trades Utility Worker
- R0042657 Carpenter - Construction & Renovation Services
- R0054060 Carpenter or Senior Carpenter, Newcomb Zone
- R0054032 Custodial Services Supervisor-- Multiple shifts available!
- R0046919 Geospatial Space Technician
- R0049741 Sign Shop Worker
- R0052599 General Services Worker
- R0052744 Plumber
- R0042542 Controls Engineering Technician/Senior Controls Engineering Technician
- R0052510 HVAC Mechanic
- R0045925 Custodial Services Supervisor, Evening Shift (Sign-On Bonus!)
- R0048313 Senior HVAC Mechanic, Evening Shift, 3:00pm - 11:30pm
- R0051946 Plumber
- R0044377 Senior Electrician
- R0046590 Utility Locator/Damage Prevention Technician
- R0044371 Electrician
- R0047417 Mason - CC&R
- R0053783 Heat Plant Operator
- R0051116 Recycling Worker
- R0049262 Pipefitter/Steamfitter
- R0054044 Elevator Assistant Mechanic
- R0044441 Senior Pipefitter/Steamfitter
- R0049244 Welder
- R0047982 Student Assistant, Geospatial Engineering Services (Student Wage)
- R0052184 Custodial Services Worker, Housing: M-F 8:00am-4:30pm
- R0053786 Heat Plant Supervisor
- R0052326 Senior Electrician
- R0049672 Fire Suppression Systems Technician
- R0053076 Custodial Services Worker - Evening Shift
- R0053753 Custodial Services Worker - Multiple shifts available!
- R0052325 Electrician
- R0047639 Senior Trades Utility Worker
- R0053226 HVAC Mechanic or HVAC Senior Assistant
- R0049950 Plumber Senior Assistant
- R0050407 Utilities Supervisor
- R0048983 Plumber
- R0053414 HVAC Senior Assistant
- R0049418 Electrician
- R0047209 Senior HVAC Mechanic
- R0049417 Licensed Tradespeople (HVAC, Electrical or Plumbing)
- R0047404 Licensed Tradespeople (HVAC, Electrical or Plumbing), Weekday Evening Shift Monday - Friday 3:30pm to 11:30pm
- R0046146 Licensed Tradespeople (HVAC, Electrical or Plumbing), Weeknight/Weekend Day Shift
- R0048796 Plumber, Night Shift

* As of 10/25/2023