

HRS REVIEW

NEWS & INFORMATION FROM HUMAN RESOURCE SERVICES

Boise State University
<http://hrs.boisestate.edu/>

June 8, 2012

HUMAN RESOURCE SERVICES IS MOVING!

Human Resource Services is moving from the Administration Building to the PAAW (Public Arts and Affairs West Building) Building the week of June 11. You can find our offices directly off Brady Street at the end of the metered parking lot. The new HRS offices are located on the east side of the PAAW Building across from the side entrance to the ILC Building. **The entrance facing the Brady Garage is the only entrance to Human Resource Services.**

Human Resource Services is committed to providing full services to the campus community. Please have patience with us as we transition buildings. Beginning Tuesday morning, June 12, all I-9's will be completed in our new office. Before you visit our office, please call or e-mail the appropriate HRS contact for location details. Or, call Sally Naranche at 426-1616, e-mail snaranche@boisestate.edu, to direct your call.

Information regarding our Open House will be available soon!

SHARED LEADERSHIP LEARNING & DEVELOPMENT Jerri Mizrahi

Applications are now being accepted for the 2012-2013 Shared Leadership program that will help participants gain a better understanding of the people, various functions and operations of the university.

Shared Leadership provides Boise State faculty and staff with the information they need to become active participants in the university. By combining practical leadership tools with an in-depth view of the university's processes, Shared Leadership equips participants with the means necessary to make a significant contribution to the campus community and their individual departments.

For more information about the program and to download an application, visit orgs.boisestate.edu/sharedleadership. Applications will be accepted through Aug. 17 and should be mailed to Jerri Mizrahi, learning and development manager, at mail stop 1265. A supervisor's signature is required on all applications.

"LET'S TALK" LEARNING & DEVELOPMENT Jerri Mizrahi

The "Let's Talk" summer series is an ongoing series of FREE 60-minute informational meetings on a wide variety of topics of interest to the Boise State University staff and faculty.

To register for these sessions, please visit the online registration page at: <http://cedar.boisestate.edu/hrs/workshops/>. All sessions are from 11:00 a.m. – 12:00 p.m. and are held in the Simplot Micron Building, Room 210, unless otherwise noted.

Date: June 13, 2012

Session: Activity for Stress Relief

Presenter: Lauren Thomas, University Health & Recreation Services

Description: Life can become stressful, but learning to manage these strains will help improve total health and wellbeing. Learn relaxation exercises and techniques to help best manage the stressors in your life.

HUMAN RESOURCE SERVICES

Pablo Coblenz	426-1502
Assistant VP	
Carol Bugni	426-1576
Mgmt. Assistant	
Sally Naranche	426-1616
Customer Serv Representative	

Affirmative Action

Marla Henken	426-1979
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Compensation/Benefits

Sarah Jones	426-4417
Mary Naccarato	426-2044
Jean Weber	426-4450
Camile Mick	426-2898
Joan Thies	426-1648
Suzan Gore	426-1542

Employee Relations

Debi Alvord	426-1740
Andy Cover	426-4419
Geri Murrey	426-1617

Employment

Michelle Berard	426-3170
Angie Zirschky	426-1536
Tiffany Trader	426-3648

HRIS

Christine McCoy	426-4698
Curtis Wilcox	426-2895
Jordy LePiane	426-2612
Molly George	426-2629
Noreen Camacho	426-1638
Debby Flores	426-2180
Theresa Bow	426-3432
Michaelle Powell	426-3385
Rhonda Beal	426-4687
Juliet Buisman	426-1619

Learning & Development

Jerri Mizrahi	426-4418
Denise Stringer	426-2417

Payroll

Susan Eaton 426-3192
Rex Hadley 426-1812
Denise Ooley 426-3433
Crystal Pidjeon 426-3739
Regan Walker 426-3435

New Hires

Jeffrey Banka – Treasury,
Program Coordinator
Cameron Blum – Facilities,
Operations, & Maintenance,
Custodian
Neshia Brown – VP Student
Affairs, Executive Assistant
Marshall Malchow –
Intercollegiate Athletics Men,
Assistant Director, Player
Personnel
Daphne Stanford – New
Student & Family Programs
Dept., Office Specialist 2
Stefanie Stauber – Student
Diversity & Inclusion Dept.,
Sponsored Student Support
Coordinator
Steven Fowler – Facilities,
Operations & Maintenance,
Landscape Technician

Departures

Elizabeth Bearden – Boise
State Public Radio
Richard Bishop – Sponsored
Projects
Kelley Johnston – School of
Nursing
Arnie Nicholson –
Bookstore
Katie Quick – Tech Help
Nancy Scharzkopf –
University Health Services
Nathan Siltman – Facilities,
Operations & Maintenance
Marsha Tracy – College of
Social Science & Public
Affairs

Promotions

Ruth Swan-Brown –
Albertsons Library,
Administrative Assistant 2
Christopher Siepert –
Chemistry Dept., Lab
Services Coordinator
Chad Watson – Material
Science & Engineering Dept.,
Lecturer/Dir. Academic &
Tech Advancement

Date: June 20, 2012

Session: **Need Sleep?**

Presenter: Jodi Brawley, University Health & Recreation Services

Description: Come learn some helpful hints to a better night's sleep.

Date: June 27, 2012

Session: **Positive Interactions: Recognition Done Right**

Presenter: Denise M. Stringer, Learning and Development

Description: This session introduces an approach to work and life that will transform each person's briefest interactions into positive moments, and touches on how to provide positive reinforcement so that people feel appreciated and recognized.

Date: July 11, 2012

Session: **Making Peace with Food: A Mindfulness Approach**

Presenter: Carol Pangburn, University Health & Recreation Services

Description: This presentation will give you a "taste" of mindfulness practices that promote self-awareness, self-regulation, and enhanced satisfaction in your eating and experience.

Date: July 18, 2012

Session: **Walking Tour – What's New on Campus?**

Presenter: Wendel Bigham, Architectural and Engineering Services

Description: This fast-paced, outdoor walking tour of the campus will start at the new College of Business and Economics building and include stops at the Lincoln apartments and the stadium. Wear comfortable walking shoes, hat and sunscreen, and bring water.

Time: 11:00 a.m. – 12:00 p.m. (Could last up to 12:30)

Room: Meet at the back courtyard of the new College of Business and Economics Building

Date: July 25, 2012

Session: **Isn't There Just One Extra Hour in a Day?**

Presenter: Rhiannon Avery, University Health & Recreation Services

Description: Meeting the multiple demands on our time can be tough. However, learning to be more efficient with your time can leave you with that feeling of having more time. Tips and strategies to better manage your time will be explored during this workshop.

VACANCIES

Boise State University is a State agency and must hire Classified positions through the Division of Human Resources (DHR). For more information regarding state job openings, see the Division of Human Resources website at: <http://dhr.idaho.gov/stateJobs.html>.

You must currently work for the State of Idaho as a permanent employee eligible to transfer or your name must be within the top 25 listed on the appropriate Division of Human Resources register to apply. Announcements listed may be used to fill both current and future vacancies.

- Open Classified Staff Positions: (<http://hrs.boisestate.edu/joblistings/classified/>).
- Open Professional Staff Positions: (<http://hrs.boisestate.edu/joblistings/professional/>).
- Open Faculty Positions: (<http://hrs.boisestate.edu/joblistings/faculty/>).

For additional information regarding open positions, contact Employment Services at employment@boisestate.edu.

Boise State University prohibits discrimination in educational and employment opportunities, services, and benefits on the basis of race, national origin, color, creed, religion, sex, age, disability, veteran status, or sexual orientation. The University also affirms its commitment to providing equal opportunities and equal access to University facilities. For additional information, contact the Office of Equal Employment Opportunity and Affirmative Action at (208) 426-1979. For inquiries specifically related to sex discrimination and/or Title IX of the Education Amendments of 1972, please visit our website at <http://www.boisestate.edu/generalcounsel/titleix.shtml>.