DEPENDENT CHILD TUITION ASSISTANCE PROGRAM
FORMS AND INFORMATION NOW AVAILABLE

The form for the Boise State dependent child tuition fee waiver pilot program is now available. Please review the policy guidelines and find the form at: http://hrs.boisestate.edu/benefits/other.shtml#FeeWaiver. Forms should be completed and sent to Human Resource Services, Admin 218, MS 1265, in person, by campus mail, or by fax - 426-3100.

The deadline for the dependent child fee waiver forms for the fall, 2011 semester is August 1, 2011. Forms must be received by this date to avoid the $50 late application fee.

Questions? Please call or email Molly George at mollygeorge1@boisestate.edu; 426-2898, or Jean Weber at jeanweber1@boisestate.edu; 426-4450.

EMPLOYEE LEARNING & DEVELOPMENT
Jerri Mizrahi – HRS Employee Learning & Development Manager

Human Resource Services Learning and Development is pleased to offer the following summer sessions open to all faculty and staff on campus. Register: On-line at: http://cedar.boisestate.edu/hrs/workshops/login.asp or e-mail HREmployeeLandD@boisestate.edu for more information.

- **Excel Basic**
  - Date: 7/12/2011 and 7/14/2011
- **Google Forms at Boise State**
  - Date: 07/14/2011
- **Excel Intermediate**
  - Date: 7/19/2011 and 7/21/2011
- **WordPress for Site Authors**
  - Date: 7/26/2011
- **Excel Advanced**
  - Date: 7/26/2011 and 7/28/2011
- **WordPress for Site Administrators**
  - Date: 07/27/2011
- **WordPress for Site Authors**
  - Date: 08/16/2011
- **WordPress for Site Administrators**
  - Date: 08/23/2011

**SKILLSOFT – ON-Line-Training**


User ID: “Employee ID Number”
Password: “welcome”

Other Offerings

<table>
<thead>
<tr>
<th>Time and Labor</th>
<th>Date</th>
<th>Time</th>
<th>Building / Room</th>
</tr>
</thead>
<tbody>
<tr>
<td>Time and Labor</td>
<td>July 6</td>
<td>1:30 – 2:30 pm</td>
<td>Simplot Micron Building / 210</td>
</tr>
<tr>
<td>Time and Labor</td>
<td>August 31</td>
<td>9:00 – 10:00 am</td>
<td>Simplot Micron Building / 210</td>
</tr>
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VACANCIES

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

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 for the positions listed below. Job announcements are current and updated on our website located at: http://hrs.boisestate.edu/joblistings/classified/. Announcements listed may be used to fill both current and future vacancies.

Call Jordy LePiane at 426-1536 for additional information regarding Classified positions.


Opportunities Open to ALL APPLICANTS
Announcements Currently Open on the State Web Site

- Administrative Assistant 2 – Provost/Foundations Program

TEMPORARY OPPORTUNITIES
OPEN TO ALL APPLICANTS

- Financial Technician – College of Arts & Sciences
- Office Specialist 2 – Biology Department

TRANSFER OPPORTUNITIES FOR CURRENT BSU EMPLOYEES

- Administrative Assistant 2 – Center for Teaching & Learning
- Administrative Assistant 1 – College of Business & Economics, Student Services Center
- Administrative Assistant 1 – Educational Technology
- Administrative Assistant 2 – Campus Planning & Facilities
- Customer Service Representative 1 – Financial Aid
- Facility Scheduling Coordinator – Athletics
- Human Resource Associate – Human Resource Services
- HVAC Specialist – Facilities, Operations & Maintenance
- Management Assistant – Center for Teaching & Learning
- Personnel Technician – Human Resource Services
- Sr. Landscape Technician – Facilities, Operations & Maintenance
- Technical Records Specialist 1 – Payment & Disbursement

OPPORTUNITIES OPEN TO PERMANENT BOISE STATE UNIVERSITY EMPLOYEES ONLY
AS A PROMOTIONAL OPPORTUNITY, TRANSFER, REINSTATEMENT OR VOLUNTARY DEMOTION

- Technical Records Specialist 1 – Parking & Transportation

CAMPUS RECREATION
Heather Carlson

Youth Swim Lessons! Ballroom Dance, Yoga Therapy, Open Wheelchair Basketball and MORE!

The CAMPUS RECREATION website has information on Facebook, Twitter, Brown Bag Discussions, personal training and fitness testing specials and MORE! Visit http://rec.boisestate.edu/ for complete schedules & descriptions and information on fitness workshops and education.

University Health Services
http://healthservices.boisestate.edu/calendar.cfm

Women’s Center
http://womenscenter.boisestate.edu/

Association of Classified Employees
http://www.boisestate.edu/ace/

Professional Staff Association
http://www.boisestate.edu/prostaff/
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 or call Kendra Smith, Title IX Coordinator, at (208) 426-4407.

HR Links

Organizational Chart
http://hrs.boisestate.edu/HRSorgchart.pdf

Who to Call
http://hrs.boisestate.edu/quickguide.shtml

Shared Leadership
http://www.boisestate.edu/sharedleadership/

2011 Holiday Schedule
2012 Holiday Schedule

Payroll Schedule
http://hrs.boisestate.edu/payroll/payrollschedule.pdf

What's New in Human Resources
http://hrs.boisestate.edu/news.shtml

Continuing Professional Education
SkillSoft
http://hrs.boisestate.edu/td/skillsoft.shtml

HRS Forms
http://hrs.boisestate.edu/forms/