

RESOURCES

LMCC Resource Library

We have a growing library of books on a wide array of subjects, including:

- Healthcare careers
- Career exploration
- Job search skills
- Computer application manuals
- Job skills and resources for specific job areas (e.g., Nursing Assistants)

You can check out these books at the Labor Management Committee Center.

Computer Lab

We have five computers available for your use in improving your typing, searching for on-line resources, or using our software programs.

Directory of online job search and career resources

We have compiled a list of top online resources to help you along your career path at OHSU. Computers in our lab are equipped with this well-stocked "Favorites" list in Internet Explorer.

Computer-based Programs in our Computer Lab

Computers Don't Byte
Mavis Beacon Typing Tutorial
Plus, large collection of Career Development Tutorials

WHO ARE WE?

Labor Management Committee Center (LMCC)

The LMCC is a partnership between OHSU LMC and AFSCME Local 328. Its purpose is to provide a variety of services and classes that enable employees to gain the skills necessary to advance their careers at OHSU.

JCET

The OHSU/AFSCME Joint Committee for Education and Training fosters opportunities for learning and advancement and cultivates clear career paths for AFSCME-represented OHSU employees. The committee promotes innovative partnerships, provides financial assistance to employees and the Labor Management Committee Center, and dedicates its efforts to the goal of building a highly skilled, motivated and rewarded workforce at OHSU.

Contact the LMCC

We are open Monday – Thursday,
8:30 a.m. – 7:00 p.m.

Visit us MNP 1312 (Mail Code UHN49)

Call us at (503) 418-0273 for general information, or (503) 418-0211 for job success coaching appointments
FAX: (503) 418-0275

Email us at cdctrain@ohsu.edu

Visit us online at
<http://ozone.ohsu.edu/hr/training/careercenter/index.shtml>

OHSU LMCC and JCET

Working together for
you!

What can the **Labor Management Committee Center***

do for you?

**COME ON IN AND
FIND OUT!**



*Sponsored by the Labor
Management Partnership
Program

LMCC CLASSES

Back by popular demand:

Emerging Leader Certificate Series

A highly recommended series for emerging leaders at OHSU; the five focus areas are: Leadership & Learning Styles, Effective Communication, Managing Conflict, Coaching, and Recognition.

Time Management, Problem Solving and Project Management Basics (Parts 1 and 2) Series

Be fully informed about these major building blocks for OHSU's Process Improvement Program

Career Advancement Training

Get the latest on the Individual Development Plan and strategies to move forward in your career.

Managing Change

Understand how to deal with the transition process when facing continual change in the workplace.

Also Offered

Business Writing That Works
Effective Communication
Conflict Management

JCET PROGRAMS

Financial Assistance

For AFSCME-represented employees only:
Tuition Reimbursement Program
Certification Reimbursement Program

Anytime, Anywhere (Almost)

Recommended E-Learning links for all employees:

ITG Reference Guide

<http://www.ohsu.edu/xd/about/services/technology/itg/training/reference/learning.cfm>

Microsoft E-Learning

<https://business.microsoftlearning.com/activate/>

Business Writing That Works

<http://owl.english.purdue.edu/owl/>

MindLeaders E-Learning

<http://link.mindleaders.com/e-learn/courseprice.jsp?associd=bmicha001>

Note: AFSCME-represented employees can submit JCET Tuition Reimbursement applications for cost of ML E-Learning to Catherine at UHN49 or 418-0211



*Here's where to find us at
the Labor Management Committee
Center (LMCC)*
Multnomah Pavilion Room 1312

(First Floor around corner from North Café)

COACHING SERVICES

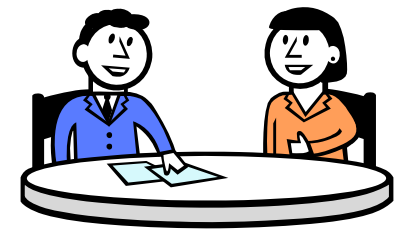
Brief coaching session available after completion of the **Career Advancement Training**

Coaching includes:

Help creating IDPs (Individual Development Plans), setting career goals and determining how to achieve goals

Continuing education advising

Assistance with iRecruitment, OHSU's job search site, and more!



All coaching services are confidential

Have you visited the Labor Management Committee Center? Do you have a success story you'd like to share? Email us at cdctrain@ohsu.edu