#### The Occupational Programs Bi-Weekly Wrap Up

**UVA Facilities Management** 

07.21.2023

#### In this issue:

Click the item title to go to the corresponding page. *Downloading this document may be necessary.* 

#### Where to find OP!

#### **APPRENTICESHIP**

→ Meet Danny Davis, Program Manager

#### **OCCUPATIONAL TRAINING**

- → View & Apply for UVA FM Jobs
- → PSA: OT Now Offering Team Training
- → Welcome New Employees!
- → Workplace Training: Closing the Skills Gap
- → Training Opportunity: Making the Leap from Peer to Manager
- → Leadership Connection: Communicate with Kindness
- → Join Hoos Speaking: Toastmasters
  Public Speaking

#### **DIVERSITY, EQUITY & INCLUSION**

- → FM Speaks! Take the Language Survey for FM Employees
- → UVA's New Tribal Liaison
- ightarrow UVA Career Navigation Center
- → Food Resources for UVA & Our Community
- → Virginia Theater Festival Discount



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

#### **OCCUPATIONAL HEALTH & SAFETY**

- → Did You Know? WetBulb Globe Temperature
- → Tools for Your Toolbox: Hydration & Mental Health
- → Report a Barrier!
- → Fire Extinguisher Training Starts in August
- → From UVA Emergency Management: UVA Alerts, Active Attacker Training & Supervisors' Training

#### **WELLNESS**

- → Hot Weather Tips for Pets
- → Latest COVID-19 Vaccination Recommendations

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| Make a<br>summer<br>bucket<br>list     | Sit<br>outside<br>in the<br>sunshine  | Make<br>lemon<br>water -<br>hydrate  | Go on<br>a walk<br>or hike              | Spend<br>time in<br>water         | Let<br>yourself<br>be a<br>kid           |
|--|---------------------------------------|--------------------------------------|---|-----------------------------------|--|
| Have<br>your<br>lunch<br>outside       | Unplug<br>for the<br>day              | Set a<br>goal for<br>water<br>intake | Make a<br>fruit<br>salad                | Relax to<br>nature<br>sounds      | Go out<br>for ice<br>cream or<br>dessert |
| Dress up<br>to feel<br>cute for<br>you | Make a<br>summer<br>music<br>playlist | Make<br>your own<br>popcicles        | Eat your<br>favorite<br>summer<br>snack | Take a<br>midday<br>nap           | Go to a<br>Farmer's<br>Market            |
| Make<br>s'mores<br>or grill            | Try<br>watergun<br>painting           | Take a<br>ton of<br>pictures         | Wa+ch<br>+he<br>sunrise                 | Go on<br>a road<br>trip           | Do yoga<br>outside<br>or just<br>stretch |
| Focus on<br>your own<br>happiness      | Use<br>sidewalk<br>chalk              | Read a<br>good<br>book               | Spend<br>all day<br>laughing            | Check<br>in with<br>your<br>needs | Go star<br>gazing                        |

**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.

#### OCCUPATIONAL PROGRAMS NEWS Where is OP?

UVA FM Occupational Programs staff is <u>temporarily</u> relocating to the areas below until renovation is complete in our new/refurbished home in the lower level of Skipwith Hall.

- → On the 3rd floor of Michie North (918 Emmet St N):
  - ★ Laura Duckworth, Director of <u>Occupational</u> <u>Programs</u>
  - Occupational Training Team:
    - ⋆ Julie Thomas, OT Manager
    - ★ Bobby Putrino, OHS Trainer
    - ★ Mark Orr, Training & Development Specialist Senior
    - ★ Sarah Ditulli, Training & Development Specialist
  - OP Administrative Team:
    - ★ Linda Resco, Administrative Manager
    - **★ Charlotte Endres**, OP Coordinator
    - ★ Liz Burnett, OP Communications Generalist

#### → At FM Alderman:

- Occupational Health & Safety is in Lacy Hall, room 218. This includes:
  - ★ Shelomith Gonzalez, OHS Manager
  - ⋆ Jamie Watkins, OHS Technician
  - ★ Narges Sinaki, Health & Safety Compliance Specialist
  - \* Sarah Reed, OHS Technician
  - ★ Keith Woodson, Quality Assurance Inspector will remain mobile and active with a drop-in workspace on the <u>3rd floor of Michie North</u> (918 Emmet St N).
- Apprenticeship Program Team is in the FM OP Training Room (formerly the FM Lunchroom). This includes:
  - ⋆ Danny Davis, AP Manager
  - ⋆ Tom Castellanos, Lead Instructor
- ★ Emily Douglas, Diversity, Equity & Inclusion Specialist will occupy drop-in spaces.

Our phone numbers and email addresses are not changing, nor will our responsiveness to issues in all areas on UVA Grounds.

Do not hesitate to reach out to the Occupational Programs team for any needs you may have!



#### **APPRENTICESHIP**

#### About Danny, Apprenticeship Program Manager

Danny Davis joined the UVA Facilities Management Apprenticeship Program as program manager in June 2023. In addition to nearly two decades of experience working in and managing the skilled trades, Danny has a passion for teamwork and helping others gain success in life for both their own and their communities' benefit.

Danny's professional experience includes administering technical education to audiences from diverse backgrounds. Most recently, he served as the Registered Apprenticeship Education Coordinator for the Virginia Department of Labor and Industry, where he worked closely with state leadership on standardizing procedures related technical instruction (RTI) for Virginia's Registered Apprenticeship Programs.



Contact:
Danny Davis,
FM Apprenticeship
Program Manager
srx2up@virginia.edu
Ph: 434-422-6446

**Apprenticesh** 

Additionally, Danny holds a Commonwealth of Virginia Technical Professional License, is a certified OSHA #500-Standards for Construction trainer, a certified NCCER Master Trainer, and a certified NCCER Craft Instructor in three skilled trades areas. He uses his trades knowledge and experience to create an accessible, hands-on training program to produce a regenerative pipeline of skilled trades workers at UVA FM.

Managers & supervisors: Look for an invite to a meet & greet soon!

#### OCCUPATIONAL TRAINING

#### **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

<u>External Applicants</u> (not currently employed by UVA) will be prompted to create a profile in Workday when applying: <a href="https://uva.wd1.myworkdayjobs.com/UVAJobs">https://uva.wd1.myworkdayjobs.com/UVAJobs</a>
Not all listings are available to external applicants.

Questions on job listings should be directed to <a href="mailto:AskHR@virginia.edu">AskHR@virginia.edu</a> See FM jobs >>

#### PSA: OT Now Offering Team Training

Team training enhances the skills, knowledge, and performance of a group of individuals working together as a team. It improves collaboration, communication, problem-solving abilities, and team effectiveness.

Reach out to FM-Training@virginia.edu for topics available & to schedule your next session.

Regular reinforcement, practice and continuous learning opportunities contribute to long-term development, stronger team culture, and team success

#### NEW EMPLOYEE ONBOARDING | UVA Facilities Management Occupational Training

Check out FM's enhanced onboarding process for new employees.

Feedback welcomed! If you have questions or a new employee starting, please email <a href="mailto:FM-Training@virginia.edu">FM-Training@virginia.edu</a>.

\* If needed, accommodations may be available, contact fm-training@virginia.edu for information.



Joining FM this week are the following new employees (listed from left to right):

- ★ Dedrick Curry, Custodial Services Worker
- ★ Mike Harris, GES Technician
- ★ Kevin Booker (behind Mike), General Services Worker, Sign Shop
- ★ Natalie Feaver, Senior Architect, UOBO
- **★ Sangita Magar**, Custodial Services Worker
- ★ Indra Adhikari, Custodial Services Worker
- \* Avery Johnson, General Services Worker, Sign Shop
- ★ Alejandro Suarez, Custodial Services Worker
- ★ Bobby Putrino, OHS Trainer\*
- ★ Matt Morris (behind Bobby), Sr. Trades Utility Worker, West Grounds Zone
- ★ Sarah Reed, OHS Technician\*
- ★ Colby Collier, HVAC Assistant, HSPP Zone 3
  - \* indicates New Employee Safety Training instructors (not new FM employees).

#### Workplace Training: Closing the Skills Gap

In today's rapidly evolving business landscape, workplace training has emerged as



a vital tool for tradespeople to stay competitive and excel in their respective industries, and Facilities Management is no exception. With technological advancements, changing regulations, and evolving customer expectations, continuous learning and upskilling have become essential for trade professionals. Over the next few weeks, we'll look at some aspects of this



Bobby Putrino, FM Occupational Health & Safety Trainer rg4ny@virginia.edu

Ph: 434-906-7354

as it relates to the significance of workplace training and highlight some benefits in empowering individuals and driving organizational success.

#### This week, we will look at "Closing the Skills Gap":

Workplace training programs, like the ones administered by the Occupational Training Department here at FM, address the widening skills gap by equipping trade workers with the knowledge and expertise necessary to tackle emerging challenges. In addition to addressing many of the nuances specific to a university, these programs focus on industry-specific skills, technical know-how, and best practices, ensuring that our employees are well-prepared to meet the demands of their trade. By bridging the skills gap, Facilities Management can maintain a highly competent and diverse workforce while increasing operational efficiency and ultimately, job satisfaction.

#### Training Opportunity: Making the Leap from Peer to Manager

#### August 2, 2:00-4:00 PM, at 2400 Old Ivy Road, Room 189

Transitioning from a peer to a manager can be an exciting and challenging opportunity. This class helps you identify actions you can take to position yourself for success as a manager. You'll also learn tips on how to interact with your former peers after you step into your manager role.

#### University Virginia

#### Human Resources TALENT Community of Expertise

#### At the completion of this class, participants will be able to:

- → Describe the broad range of challenges they may face when moving from peer to manager.
- ightarrow Apply strategies and tactics for effectively managing reactions from former peers.

Register via Workday (Netbadge login required): <a href="https://at.virginia.edu/upPgqo">https://at.virginia.edu/upPgqo</a>

#### **Leadership Connection: Communicate with Kindness**

This week I have been preparing for a communication seminar. As a result, I have spent a lot of time thinking about communication and the role relationships play when we communicate: Whether personal relationships or professional/working relationships, all relationships require attention, care, and thoughtful consideration.

This was on my mind as I began searching for topics and themes for this article when I came across an interesting piece on the importance of civility in communications by author Sharon Strong, a corporate communications executive. She shares that in an increasingly polarized world, priorities and a lack of trust can lead to heightened frustration and potentially tense communications. Strong continues that we can counter outside pressures by communicating with kindness and practicing the following ideas:



Mark Orr, FM
Occupational
Training and
Development
Specialist Senior
pne4yf@virginia.edu

Ph: 434-962-1020

- → Break down defensiveness with kindness: Approaching difficult situations with a generous and gracious mindset is more likely to receive results than approaching with a combative attitude.
- → **Give credit where credit is due:** "People like to be seen and appreciated. Recognizing those who deserve it engenders enthusiasm, hard work, trust, and loyalty."
- → **Give the other party space and clarity:** Giving the other party space and clarity for your discussion and ideas helps to prepare the other party so you are not catching them off guard, and you are receiving their full attention.

Think about each of these ideas and what they may look like in your day-to-day interactions.

Can you think of examples of how you could practice these concepts?

I would love to hear how you plan to incorporate these tactics to help you communicate with kindness. Reach me at the email and phone number above or reach out to the team at

FM-Training@virginia.edu.

#### **Check out the full articles below!**

- → The Simple Power of Communicating with Kindness: <a href="https://at.virginia.edu/1L7VCX">https://at.virginia.edu/1L7VCX</a>
- → Don't Underestimate the Power of Kindness at Work: <a href="https://at.virginia.edu/L4FdrT">https://at.virginia.edu/L4FdrT</a>

#### Learn more! The following courses are available via Workday:

- → Taking Charge of Your Leadership Conversations | Workday Learning: <a href="https://at.virginia.edu/OV8Cuh">https://at.virginia.edu/OV8Cuh</a>
- → Mastering Communications as a Leader | Workday Learning: <a href="https://at.virginia.edu/Lefn2k">https://at.virginia.edu/Lefn2k</a>
- → Communicating in Times of Change | Workday Learning: <a href="https://at.virginia.edu/LXWyad">https://at.virginia.edu/LXWyad</a>

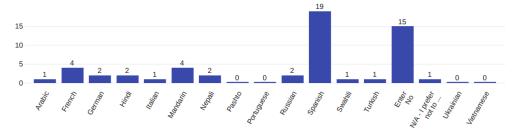
#### **FM SPEAKS!**

- → We're off to a great start with our Language Survey—THANK YOU!
- → See our results to date below—if you haven't yet taken the survey, there's still time!
- → By sharing your language(s) English included! you'll help us better communicate and share resources across FM.

Q22 - What Department best describes where you work?



Q2 - Which language(s) do you speak, read or write? Please select all that apply: - Selected Choice





#### TAKE THE SURVEY

Complete the anonymous language survey

Click the blue box or this link to take the anonymous survey:

https://virginia.az1.qualtrics.com/jfe/form/SV 2gahjADjXet1bbE



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https://at.virginia.edu/r1i3Q1

### UVA's New Tribal Liaison Uses the Past To Understand the Present

→ Read more here: <a href="https://at.virginia.edu/qdgcNb">https://at.virginia.edu/qdgcNb</a>





The new Career Navigation Center is now available and offers personalized, free, and private 1-on-1 career advising for all UVA employees & team members. Access engaging career development workshops and discussion groups for employees or managers.

Book your appointment now! Questions? Email CareerNav@virginia.edu.



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#### Getting Food at UVA and in Our Community—



The LIFEworks Project vision is to impact the community initiatives of homelessness, advocacy, and food justice. Our goal is the development of a day shelter and community center addressing food insecurity, social support, and wraparound services for neighbors needing assistance to thrive.

- → The LIFEworks Project currently serves Waynesboro, Staunton, Augusta County, Harrisonburg, and Rockingham County.
- → Interested in learning more? Visit their website (<a href="https://www.thelifeworksproject.org/">https://www.thelifeworksproject.org/</a>) or reach out to fellow FM employee AJ Young—

#### A. J. Young

A.J. Young Jr. is a community activist who helped start the Poor People's Campaign of the Shenandoah Valley chapter. He is the co-facilitator of "Table Talk," discussions on race relations in Waynesboro, Va. A.J. is a Vice President with the Black Faculty and Staff Employee Resource Group at the University of Va. and is a member of Virginia Organizing.

A.J. also serves on the board of the Cultural Commission for the city of Waynesboro and strives to provide educational programming for all of its citizens regardless of race, color, and or sexual orientation.

AJ and his wife Adrienne Young, have lived in Waynesboro for 25 years and are the parents of 5 children.





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https://at.virginia.edu/9uvsK4



→ If you or someone you know is seeking additional food help, like groceries or extra items, please reach out to FM-DEI@virginia.edu or contact UVA FEAP.



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this link:

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

## VIRGINIA THEATRE FESTIVAL Jul. 7 - Aug. 6 ----

FM Employees get 20% off with code 23VTFCULBRETH

Cabaret: Jul. 7–16
Dear Jack, Dear Louise: Jul. 21–30
An Evening with Yolanda Rabun: Aug. 3–6



Buy Tickets!

https://virginiatheatrefestival.org/

#### **FM SPEAKS!**

#### Take a few minutes to scan the QR code and share your language with us

Prenez quelques minutes pour scanner le code QR et partagez votre langue avec nous.



花几分钟扫描二维码并与我们分享您的语言

Nehmen Sie sich ein paar Minuten Zeit, um den QR-Code zu scannen und Ihre Sprache mit uns zu teilen



Facilities Management Diversity, Equity, and Inclusion

#FMSpeaks #LanguageMatters #DiversityEquityInclusion

⋒∐VA

Learn more about the survey: https://www.fm.virginia.edu/employees/language-survey.html

#### OCCUPATIONAL HEALTH AND SAFETY

#### **Did You Know? WetBulb Globe Temperature**

The WetBulb Globe Temperature (WBGT) is a measure of the heat stress in direct sunlight, which takes into account temperature, humidity, wind speed, sun angle, and cloud cover (solar radiation). This differs from the heat index, which takes into consideration temperature and humidity and is calculated for shady areas.

| Suggested Actions and Impact Prevention  |  |  |  |  |  |  |
|--|--|--|--|--|--|--|
| WBGT(F)  | Effects  | Precautionary Actions  |  |  |  |  |
| < 80   | Land the second  |  |  |  |  |  |
| 80-85  | Working or exercising in direct sunlight will stress your body after 45 minutes. | Take at least 15 minutes of breaks each hour if working or exercising in direct sunlight |  |  |  |  |
| 85-88  | Working or exercising in direct sunlight will stress your body after 30 minutes. | Take at least 30 minutes of breaks each hour if working or exercising in direct sunlight |  |  |  |  |
| 88-90  | Working or exercising in direct sunlight will stress your body after 20 minutes. | Take at least 40 minutes of breaks each hour if working or exercising in direct sunlight |  |  |  |  |
| >90 Working or exercising in direct sunlight will stress your body after 15 minutes. |  | Take at least 45 minutes of breaks each hour if working or exercising in direct sunlight |  |  |  |  |

If you work or exercise in direct sunlight, the WBGT is a good element to monitor. Military agencies, OSHA, and many nations use the WBGT as a guide to managing workload in direct sunlight.

Check out the WetBulb Globe Temperature: <a href="https://www.weather.gov/tsa/wbgt">https://www.weather.gov/tsa/wbgt</a>

Preparedness - What to do before doing outdoor activities when the WBGT is high -

- → Wear a hat and light weight, light fitting, light colored clothes.
- → Plan to take frequent breaks in shady areas.

Safety - What to do while doing outdoor activities when the WBGT is high -

- → **Take breaks in the shade.** Strenuous outdoor activities should be reduced, especially in direct sunlight where there is little ventilation.
- → Drink plenty of water or other non-alcohol fluids. Your body needs water to keep cool. Drink plenty of fluids even if you don't feel thirsty.
- → Don't get too much sun. Sunburn makes the job of heat dissipation that much more difficult.

#### OCCUPATIONAL HEALTH AND SAFETY

#### **Tools for Your Toolbox: Hydration & Mental Health**

Staying hydrated is crucial for our physical health, but does hydration impact our mental health as well? Yes!

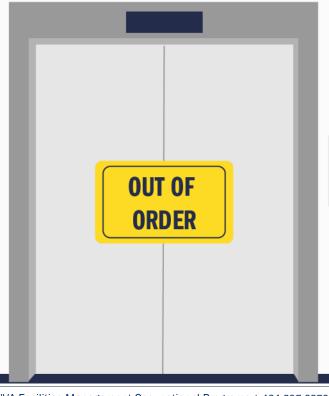
According to a 2018 study, people who drank less water had a higher <u>risk of depression and anxiety</u>. A previous study in 2014 found that when water intake was decreased, mood was adversely affected: individuals were less calm, more overwhelmed, and more prone to feelings of dissatisfaction.



#### **Tips to Stay Hydrated:**

- → Drink a glass of water first thing in the morning.
- $\rightarrow$  Set notification reminders for throughout the day on smart devices.
- → Drink a glass of water before each meal.
- → Set a daily goal.
- → Drink a glass of water before bed.
- $\rightarrow$  Eat fruits and vegetables high in water content.
- → Try adding an electrolyte drink mix for flavor.
- → Be aware of the signs of dehydration.





# REPORT A BARRIER

Use the form to report physical infrastructure concerns such as



-Broken doors or elevators
-Unlit areas
-Unsafe walkways
-Fall hazards
-Missing handrails
-Non-operating lights

https://reportabarrier.virginia.edu/

#### Fire Extinguisher Training Starts August 2023



Join us for this 1-hour optional training to learn how to respond to fire emergencies! Offered monthly. Supervisor permission required.

AUG. 8 | SEP. 12 | OCT. 10 | NOV. 14 | DEC. 12 SKIPWITH HALL, ROOM 010, 11 A.M.-NOON

Sign up required:



Questions? Email FM-OHS@virginia.edu

#### **OCCUPATIONAL HEALTH AND SAFETY**

#### <u>From UVA Emergency Management: UVA Alerts, Active Attacker Training & Supervisors' Training</u>

Dan Shantler, systems control center manager, and UVA Emergency Management have prepared the documents below to update FM employees on emergency procedures.

- → UVA FM-OHS is supporting the distribution of these documents and training by presenting these materials & training to FM safety committees who will then share with their shops. Sessions for custodial staff will also be scheduled.
- → Translated materials and other accessible options can be made available.
- → Procedures that can be shared with contractors and vendors that work with FM are also in development.

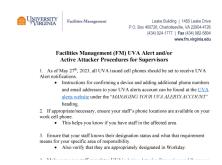
If you have questions or concerns, reach out to Dan to learn more: 434-953-0934 or des5nw@virginia.edu

Download the resource documents:

# Active Attacker Response Laste Buildry | 1450 Leake Divise | 1650 Leake Divise | 1650

https://at.virginia.edu/5yFksi

#### **UVA Alerts**



https://at.virginia.edu/ZXIONG

#### Active Attacker & UVA Alert Response for Supervisors



https://at.virginia.edu/KMFeKq

# 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.

July 21: Comic Con

July 22: Casual Pi Day

July 23: Hot Enough For Ya Day

July 24: International Self-Care

Day

**July 25: Culinarians Day** 

July 26: Aunties Day

July 27: National Love-is-Kind Day

#### **WELLNESS**

#### **Summer Pet Safety**



Source: <a href="https://www.aspca.org/pet-care/general-pet-care/hot-weather-safety-tips">https://www.aspca.org/pet-care/general-pet-care/hot-weather-safety-tips</a>

#### **Latest COVID-19 Vaccine Recommendations**

- → Adults ages 65 and older and immunocompromised people can get an additional bivalent COVID-19 vaccine dose as of April 19.
- → Monovalent (original) COVID-19 mRNA vaccines will no longer be recommended for use in the United States due to the increased effectiveness of the bivalent vaccines.

#### What has not changed:

- → CDC continues to recommend that everyone ages 6 years and older receive a bivalent mRNA COVID
   -19 vaccine. Individuals ages 6 years and older who have already received a bivalent mRNA vaccine do not need to take any action unless they are 65 years or older or immunocompromised.
- → For young children, multiple doses continue to be recommended and will vary by age, vaccine, and which vaccines were previously received.

COVID-19 vaccines remain widely available at local healthcare providers, pharmacies, and clinics throughout the area. <u>Information on BRHD vaccination clinics can be found on their website</u>. Community members can also search for COVID-19 vaccine appointments throughout the state and country <u>using the national vaccine locator tool</u> or by calling 1-800-232-0233 (TTY 1-888-720-7489).

Source: https://myemail.constantcontact.com/BRHD-Newsletter-4-21-2023.html?soid=1134059434350&aid=05KYE3i10cU

#### **FM JOB LISTINGS\***

- R0046368 HVAC Mechanic or HVAC Senior Assistant
- R0050520 Recycling Program Coordinator
- R0050282 Fire Safety Inspector
- R0047282 Construction Project Manager
- R0050407 Utilities Supervisor
- R0050345 Custodial Services Worker Multiple shifts available!
- R0049262 Pipefitter/Steamfitter
- R0049252 Trades Assistant
- R0049244 Welder
- R0048526 Senior Pipefitter/Steamfitter
- R0046146 Licensed Tradespeople (HVAC, Electrical or Plumbing), Weeknight/Weekend Day Shift
- R0044445 Senior Welder for Utility Systems
- R0044441 Senior Pipefitter/Steamfitter
- R0044377 Senior Electrician
- R0041953 Drywall/Plasterer
- R0040954 Senior Welder for Utility Systems
- R0050036 Custodial Services Worker Evening Shift
- R0049672 Fire Suppression Systems Technician
- R0050108 HVAC Mechanic or Senior Mechanic
- R0050035 HVAC Refrigeration Supervisor
- R0049950 Plumber Senior Assistant
- R0050106 Senior Trades Utility Worker
- R0049741 Sign Shop Worker
- R0049343 Associate Director of Automation Services
- R0049400 Associate IT Systems Administrator
- R0049517 Heat Plant Maintenance Manager
- R0048679 BAS Controls Assistant
- R0048734 Facilities Services Representative
- R0048892 IT Help Desk Specialist (Wage)

- R0048532 Instrumentation & Controls Technician
- R0048983 Plumber
- R0048537 Senior Electrician
- R0048812 Trades Assistant
- R0048313 Senior HVAC Mechanic, Night Shift,
   6:00pm 6:00am
- R0047982 Student Assistant, Geospatial Engineering Services (Student Wage)
- R0046946 Custodial Services Workers, Multiple Shifts Available!
- R0046919 Geospatial Space Technician
- R0047417 Mason CC&R
- R0046590 Utility Locator/Damage Prevention Technician
- R0045925 Custodial Services Supervisor, Evening Shift, North Grounds Zone
- R0046336 HVAC Mechanic
- R0044371 Electrician
- R0044588 Metering Technician
- R0042657 Carpenter Construction & Renovation Services
- R0042542 Controls Engineering Technician/ Senior Controls Engineering Technician
- R0042051 Recycling Worker
- R0036157 Historic Mason CC&R



# Find Your Voice



#### Build confidence for your next speech or presentation!

Toastmasters provides a fun, safe, and supportive environment for you to practice public speaking. Along the way, you'll build a better you!

#### Participating in Toastmasters will allow you to:

- Improve your public speaking and communication
- Gain confidence when speaking in front of others
- · Sharpen your leadership skills
- Enjoy a competitive advantage in your workplace



Facilities Management

#### Take charge of your future and join our club today.

Hoos Speaking Weekly meetings on Wednesdays, noon-1 p.m. in person and online.

Email Kristy Davis at <a href="mailto:kad4t@virginia.edu">kad4t@virginia.edu</a> to attend.

If you would like, please feel free to bring your lunch.

See the article in FM's *Employee News*.

https://at.virginia.edu/uOFAHI