Skill 'n Tell
Lunch 'n Learns

The Human Resources department is inviting proposals for workshop sessions for the fall and winter Learning Catalogue. Workshops will be scheduled between September and June. Proposals should be for a stimulating or interactive learning experience focused on professional and/or personal development of employees at UOIT. The workshop or presentation should include discussion items, activities, and/or other methods of engagement, along with clear learning outcomes.

Programs will be 60-90 minutes in length and will run between noon and 1:30pm. Sessions of 60 minutes in length are preferred. All sessions will be capped at 20 participants.

Potential Lunch n Learn Topics:
- Records Management
- Process Improvement
- Supporting Students
- Team Building
- Wellness
- Mental Health
- Mindfulness
- Leveraging Technology (e.g. using WISC, ZOOM, GoToMeeting etc.)
- Brand Standards
- Communication
- Leadership
- Diversity, Equity and Inclusion
- Sustainability
- New initiatives developed by your Department/Faculty which impacts employees at UOIT.

These are just a few areas to consider. Other suggestions welcome!

Presenter Details

The person

4. Please identify a preferred date for

Session Description

The session description (max 500 words) should outline the objectives, materials, and design for the session. The description should discuss the learning outcomes participants will gain by attending your session. Your description will be used to advertise the Lunch n' Learn and may be posted in future Learning Catalogues.

1. Indicate the type of sess 11nS2/2w 1.(n)10.5()]TJ -0.013 Tc 0.013 Tw 6.803.92Td [(y)8.9((pe)]ou 0 Tc 0

4. Please list 3 enticing, relevant and accurate learning objectives that attendees can expect to receive from your proposed session.

Learning Objective/Objective 1

Learning Objective/Objective 2

Learning Objective/Objective 3

5. Please explain how your proposed session will add value to the learning and development of the attendees.

Thank you for your proposal. We will contact you if your session is selected for a Lunch n' Learn workshop.