Frequently Asked Questions for Employees regarding Employee Development

What is employee development?

Employee development is a collaborative and on-going effort by employees, managers and Creighton to upgrade knowledge, skills, and abilities in order to make positive contributions to Creighton’s organizational goals. Successful employee development requires a balance between an individual's career needs and goals that Creighton strives to achieve. Employee development programs provide the opportunity to make positive contributions to organizational performance.

How do I access employee development courses?

Course offering information can be found on the Human Resources website at [www.creighton.edu/hr/professionaldevelopment](http://www.creighton.edu/hr/professionaldevelopment).

Can I take all of the courses?

Some courses may not apply to everyone in every position. It is the responsibility of the employee to work with their manager to determine which courses are most applicable to their current position and personal development and pre-arrange how time should be allotted in their day to complete such courses.

How will this affect my performance evaluation?

The performance evaluation process incorporates development planning. The Individual Performance Objectives section of the performance evaluation takes into account how you have applied each development opportunity into daily work.

If I want to take courses not related to my current position, including supervisory courses, can I?

The content in the supervisory courses is designed to meet the immediate needs of existing supervisors and those newly promoted or hired into supervisory positions. Therefore, it is best if you take the courses when they apply to you.

Who do I contact with questions regarding the courses and offerings?

All questions regarding courses, content and offerings can be directed to Catie Bacon at 280-2550 or catiebacon@creighton.edu or Toni Parsley at 280-2913 or tparsley@creighton.edu.