

■ Total compensation



Compensation is more than the money you see on your paycheck. Total compensation

includes all forms of money, benefits, services and other extras we are eligible for as an employee of Creighton. Expect to see your total compensation statement mailed to your home the first week of March. The value of your compensation extends far beyond your base salary; look for your statement for a complete picture of your rewards.

■ Risk management

Falls account for 25% of all occupational injuries in the US. Do your part to prevent slips, trips and falls by:

- Eliminating clutter
- Reporting poorly lit areas, wet or loose flooring or carpeting to Risk Management or Facilities Management
- Keeping electrical cords and cables out of walkways or fasten them down
- Wearing footwear appropriate for the weather conditions

Contact Katie Booton in [Risk Management](#) for questions or concerns.



■ Employment verifications

Creighton University utilizes [The Work Number](#) for routine employment and income verifications. Access 24/7 by visiting www.theworknumber.com or calling 800-367-2884. Anyone who receives a Creighton paycheck is eligible for this service.

■ Are you financially fit?

What does financial security feel like to you? Knowing you're on track for retirement? Eliminating debt? Having a financial cushion? These are all things many people aspire to.

So how can you take ownership of your financial security? Knowing your Retirement Wellness Score, taking inventory of your retirement plan contribution and building a better budget are just a few ways. Visit principal.com to access your retirement account and take advantage of resources that may help improve your financial wellness—and security. Accessible resources like ['Your Money Matters'](#) and ['Are You on Track for Retirement'](#) are easy reads with helpful resources and ideas on staying financially well.

Do you know your wellness score? Sign up for one of these on campus sessions to find out!

- [Know Your Score: 3/5/15, 11:45-12:45 p.m.](#)
- [Know Your Score: 3/6/15, 10:30-11:30 a.m.](#)



■ Say 'hi' to our new hires

Creighton is excited to welcome new faculty and staff year round. [View the list of new employees](#) hired in February.

■ Flexible work schedules

Work life balance is important to our physical, mental and emotional health. Human Resources supports flexible work schedules in the workplace. Log in to the [Manager Toolkit](#) for resources or [contact your HR Generalist](#) to assist you or your area in implementing flex scheduling.

■ Goal planning ends March 31st

Staff, if you have not yet logged in to the [online performance management system](#) to submit your 2014/2015 goals, do so before the planning phase **ends on March 31st**. This is a hard deadline as the system will be switching over from the Planning Phase to Review Phase. All staff members are asked to input 3-5 goals. Those goals will be evaluated this summer during the annual performance review (for 12 month employees). Directions to complete the goal planning phase are located on the home page of the online system and the 'instructions' tab as well.

■ 70/20/10 development

Creighton is a supporter of ongoing development for employees. The 70-20-10 model of development reasons that 70% of development occurs on the job through experience, special project work, cross functional work, etc. 20% of your personal development comes from coaching, performance conversations, continual feedback, and mentoring from a manager or supervisor. The final 10% is formal training in the style of classroom, webinar, degree pursuit, and the like. The Compass Professional Development program helps to fill in some of that 10% by offering monthly programs to faculty and staff. If you're interested in furthering your personal development, there are countless and success-proven opportunities to do so in your job today. Sit down with your manager to discuss ways to grow and develop.

