

**Pitt Worx
Champion
Biweekly
Meeting
10/30/18**



Table Discussion: How are we doing?

As you are getting seated and settled, please chat among your colleagues about the question below.

How do you feel about the content and information you are receiving as Champions to enable you to communicate and advocate the project to your group?

1. It's perfect the way it is. Don't change a thing.
2. It's too much. Slow it down.
3. It's not enough. I need more.
4. If the answer is either 2 or 3, please discuss which of the following areas apply to your response:
 - Email/communication
 - Content/tools
 - Delivery frequency
 - Other

Session Topics

- Welcome
- Process and Timeline Updates
- Enablement Tools
- How are we doing?
- Next Steps

Interim and Future State



How To Utilize PittSource

- Store official Job Descriptions
- Create new and update existing Job Descriptions

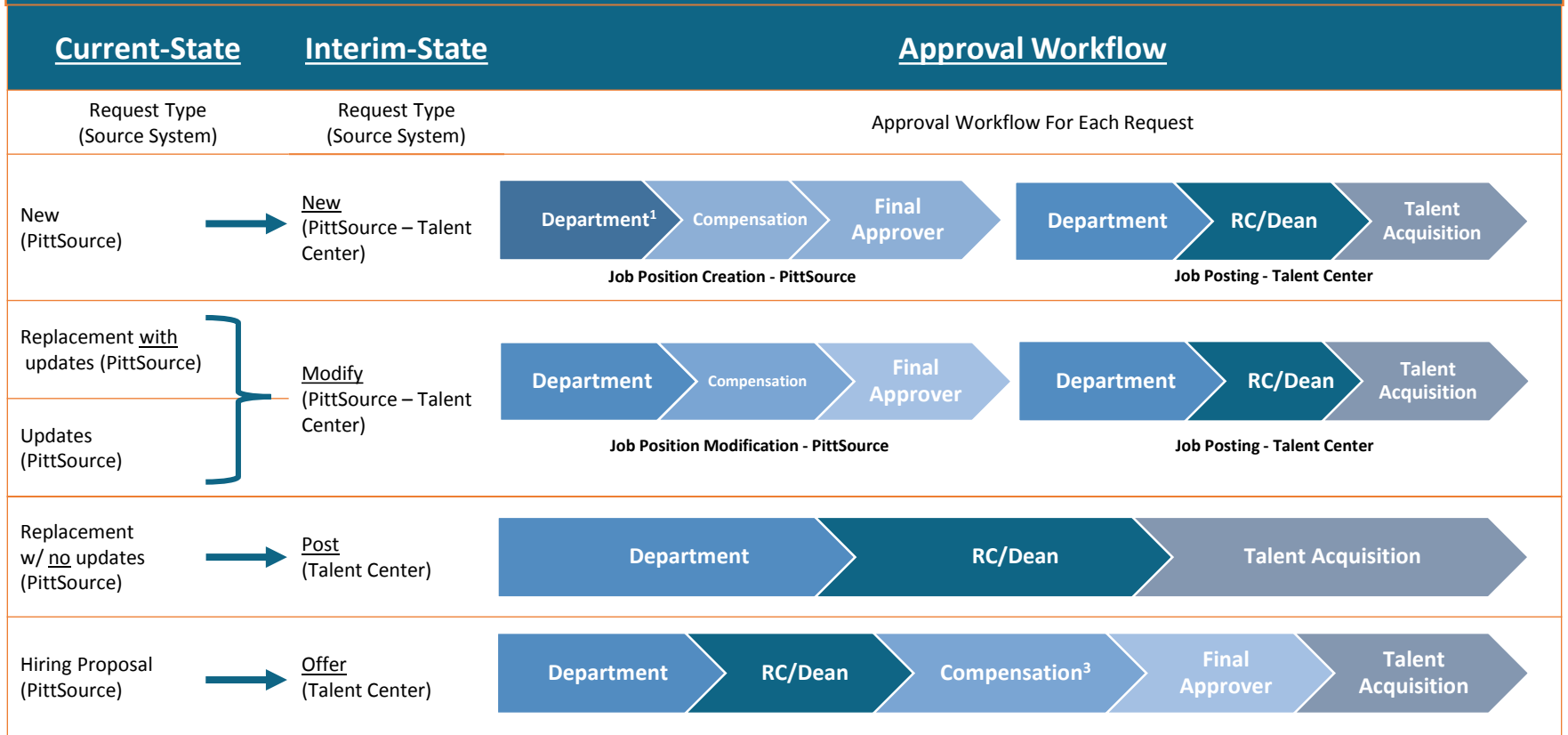
How To Utilize Talent Center

- Post all jobs from requisition templates that align with PittSource Job Descriptions
- Hire and onboard employees

How PittSource And Talent Center Work Together

- When a new Job Description needs created or modifications are necessary for an existing Job Description:
 - The department user will sign into PittSource
 - The New or Modify Job Description request will be created and sent for approval
 - Newly created Job Descriptions and modifications will be updated in Talent Center
 - Create the posting in Talent Center and submit for approval
- When no updates are needed on the Job Description:
 - Create the posting in Talent Center and submit for approval

Pitt Worx Job Position Request Process

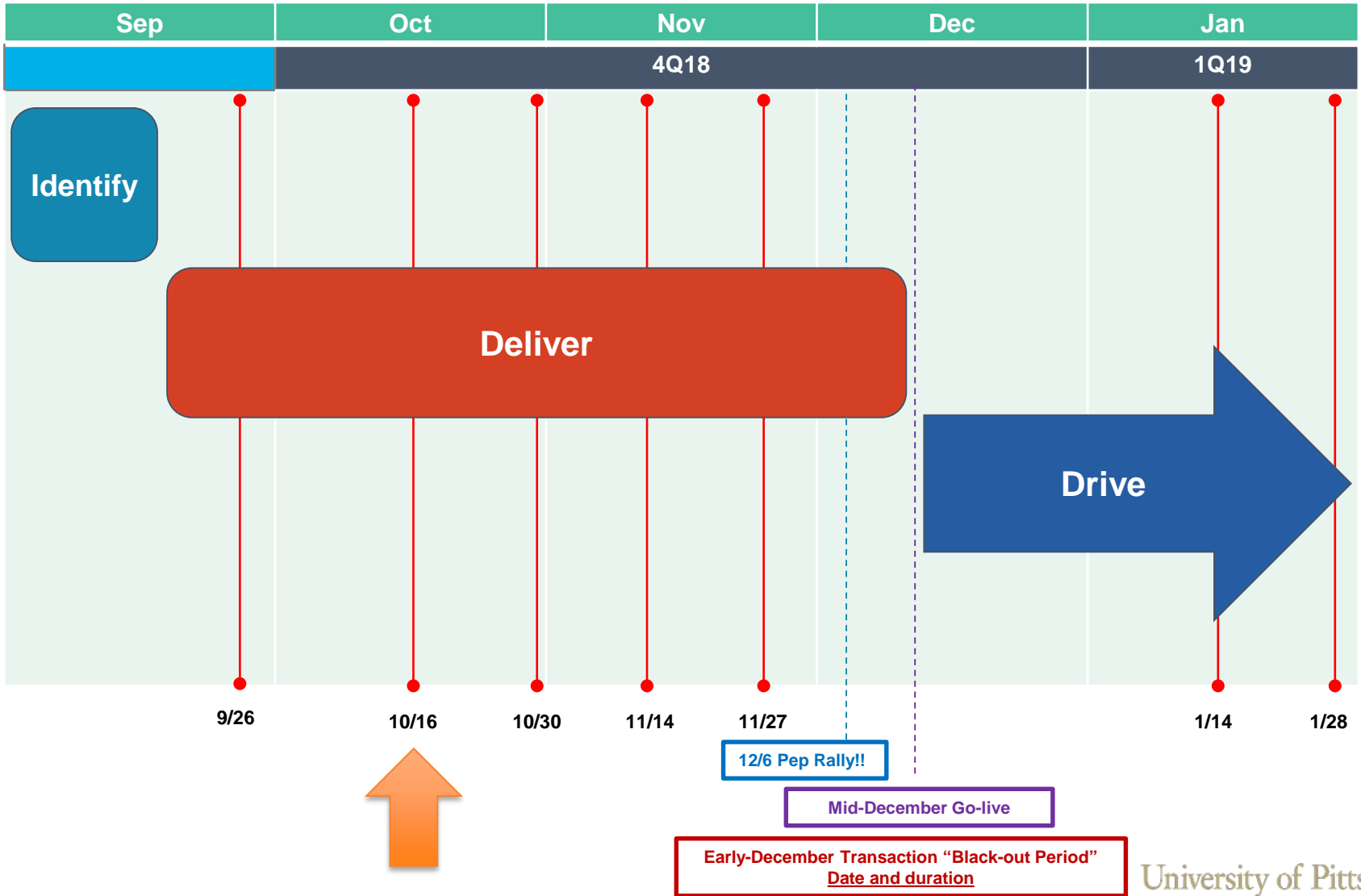


¹ Approvals by the RC and/or Dean are a business process and not mandatory in the system.

² Only review if the job classification is increased/decreased or additional compensation is recognized

³ Only review hiring proposals above midpoint or outside guidelines (Hiring Proposal)

Timeline



Ready for Pickup



The graphic features the word "TALENT" in large, bold, teal letters, stacked vertically. Below it, the word "CENTER" is written in a smaller, teal, sans-serif font.



Three stylized white line-art icons of human heads and shoulders, representing a diverse group of people.

Coming Soon

Learn More:
pittworx.pitt.edu



The logo for Pitt Worx, featuring the text "Pitt Worx" in a white serif font above a row of five small, colorful icons: a gear, a leaf, a book, a heart, and a brain.

Ready for Pickup

Pitt Worx™



Champion

Works Here

Available Enablement Tools

- Talent Center Requisition Features Video
- Champion Introduction Letter Templates
- Updates to FAQ
- Training Schedule
- Pitt Worx Learning Management System (LMS)
- Process Quick Reference Guides (QRG)
- Black-out Period Timeline and Information QRG

All documentation available on www.pittworx.pitt.edu

Upcoming Enablement Tools

- More Talent Center Training Dates and Information
- Talent Center Announcement to PittSource Users
- List of PittSource Users to RC
- Approval Workflow verification with RC
- Champion Access to LMS
- First look into Talent Center on-demand training tools
- Talent Center Selection Process and Workflow (Dispositioning) Video
- Talent Center Candidate Experience Video
- Talent Center Poster #2
- University Times Article

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Next Steps

- Communicate with your group and share materials
- Continue submitting FAQ's via "Submit an Inquiry"
- Reply to post-meeting questionnaires
- Talent Center Training registration
- Champion Photo and Six-Word Story
- Pickup posters and cards
- Submit requests for posters
- Next Meeting: Wednesday, November 14th
- Pre-launch Celebration: Thursday, December 6th

Thank you for your participation and effort!