September - December 2020

The Center for Workplace Development

All classes are available to Harvard faculty and staff at no cost

Career Development

Building Resilience into Your Career
- September 23
- November 14

Expanding Your Career Network
- October 6

How to Prepare as an Internal Candidate
- Web-based, self-paced

Quick Tips for Effective Resumes
- September 15
- October 29

Unlocking the Power of LinkedIn
- October 13
- December 2

Communication

Editing and Proofreading
- November 3

Email for Action
- October 20
- December 16

How to Use Social Media at Harvard New
- October 29

The Power of a Positive No
- October 6
- December 9

Diversity, Inclusion & Belonging Academy

Allyship
(Coming Soon)

Unconscious Bias
(Coming Soon)

CWD AntiRacism Resources

Harvard Bridge Program

Providing employees with skills and confidence in their current roles, meet career goals, and prosper in their personal lives.

Business Communication & Grammar
Citizenship Preparation
Computer & Digital Literacy Skills
English for Speakers of Other Languages (ESOL)
High School Diploma Preparation

For more information about Bridge classes, click here or email: ohr_bridge@harvard.edu

Harvard Training Portal

Click here to access all compliance and professional development needs in one modern platform. There are hundreds of courses available to you at any time.

Managing at Harvard

Becoming a Coaching Manager
- November 4 & 18 (2-day course)
  Registration deadline: Oct. 28

Fostering Trust and Transparency
- October 6
  Registration deadline: Sept 29

Manager’s Community Forum
- October 20
  Registration deadline: Oct. 9
- December 2
  Registration deadline: Nov. 20

Universal Manager Training
- September 10
  Registration deadline: Sept. 3
- October 8
  Registration deadline: Oct. 1
- December 1
  Registration deadline: Nov. 24

Design Thinking Mindset
- September 9
- December 3

Navigating Change
- October 1
- November 11

Planning During Uncertain Times
- September 22
- November 17

Online Learning

Harvard ManageMentor
Harvard ManageMentor® is on-demand content brought to you by Harvard Business Publishing. Harvard ManageMentor content is available via the Harvard Training Portal.

LinkedIn Learning
Improve your desktop skills in Excel, PowerPoint, Teams, Photoshop, Illustrator, WordPress, and more! LinkedIn Learning computer courses are all self-paced and include beginner through expert levels, and are free to all Harvard employees.