SINCLAIR COLLEGE

**PANDEMIC ILLNESS RESPONSE**

**Professional Development Opportunities**

**Email to Sinclair Employees
Thursday, March 19, 2020**

Colleagues:

We have certainly moved into strange and weird times, where the need to be physically distant – to slow the spread of the virus – has caused us to work a significant portion of our time from home. While no one at this time is sure how long we will be working from a distance, it is quite possible that these emergency conditions might go on for many weeks.

For some of us, at this time, it might not be practically possible to have a full load of work to do each day.  For those who have no particular tasks to do during work hours on any given workday(s), you are asked to undertake professional development work.  The “silver lining” for many of us is that we will have time to work on professional training, knowledge-development, and skill-building from a distance.  Many of us will now have at least some time during the coming weeks to engage in professional development – where under normal circumstances we are just too busy with the day-to-day routine.

We are developing a website that bundles numerous professional development resources in one place.  If you have no other work assigned to you, then your professional development activities will be self-assigned at the professional development site.  These professional development efforts will be considered official Sinclair work, and will satisfy expectations for hours that you devote to being on the job (again, assuming that your supervisor has not assigned any other work to you).

Professional development topics being gathered for this website will include:

* Technology and Software
* Management Skills
* Diversity and Inclusion
* Cyber Security Training
* Title IV and Sexual Harassment Training
* Others

The first version of the site will be ready in a few days.  I will follow up with an announcement when it is launched and available to you.

Thank you,

Dave

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