



**TUES, FEBRUARY 4 – MARCH 25, 2014 (1800-2000*) OR
WEDS, FEBRUARY 5 – MARCH 26, 2014 (1000-1200*)**

NAF PERSONNEL MANAGEMENT

Don't miss out on this Virtual learning opportunity!

In this eight (8) week virtual classroom course, learners meet for two (2) hours, one (1) day a week to explore non-appropriated fund (NAF) personnel management processes. Participants will explore the **hiring** process and the generations currently in the workforce; **selecting** practices to include the importance of having a hiring/interviewing matrix; **on-boarding** methods that start new team members off with realistic job standards; and **managing performance** through consistent and constructive feedback.

Please ensure your transcript reflects completion of the following Foundation Courses: Family & MWR Orientation (Online), Operation Excellence (Online of Classroom), Family & MWR Basic Management Course (Online), Introduction to the Family & MWR Delivery System (Online), and Introduction to the Virtual Classroom (Virtual).

*Times are based off the Central Time Zone. Please adjust for your location!



Login and request enrollment today!

**Do you Manage
People?**

**Do you want to gain
knowledge on Hiring,
Selecting, On-
boarding, and
Managing
Performance?**

**Do you want to know
more about employee
rights to include
Workers'
Compensation, Equal
Employment
Opportunity, and
Labor Relations?**

**Then this is the
course for you!**

**MG ROBERT M. JOYCE
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SCHOOL FOR
FAMILY AND MWR.**

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