

MENTOR PROGRAM

Want to become a mentor?
What about a mentee?



Learn more about the city's formal mentoring process by attending an overview session for MentorPHX. This session is available to all employees at all levels who are interested.

During this one-hour informational session you will receive information on mentoring in general, the traits of good mentors and mentees and highlights of MentorPHX curriculum and program expectations. By participating in a mentoring process, we build more collaborative relationships where we can learn and grow together. **Details:**

- ◆ Monday, Aug. 13
- ◆ 1:30 - 2:30 p.m.
- ◆ Calvin C. Goode Building, HR Training Room/10th Floor
- ◆ Sign up in eCHRIS with Course Code: **MENPHX**

STAY INFORMED



SIGN UP FOR ALERTS

What is the Event Notification System (ENS)?

The city of Phoenix ENS enables all employees to receive event notifications, alerts or advisories. Our organization can and will be faced with numerous events - it's important that everyone is "in the know."

How it Works

Please take a moment to register or update your contact information. This will allow you to control how you receive the alerts and notifications (text message, phone call and/or email). By including your cell phone number and work location, you will be able to receive messages based on where you work.

Why Your Help is Needed

You are an important part of the process to create a safe, employee-informed environment. While signing up for this system is optional, the intent is to provide all employees with a credible form of communication in the event of an emergency. It takes less than five minutes to complete.

What to Do

To register for the first time or to update your contact information click [here](#).



Helpful information for COPERS members every other week this summer. Brought to you by the City of Phoenix Retirement Office.

REVIEWING AND UPDATING YOUR BENEFICIARIES

If something were to happen to you, what would happen to your COPERS benefits? It's a difficult but important conversation to have.

As a COPERS member, your contributions to the pension system will be there, even when the unthinkable happens. And naming a beneficiary assigns those benefits to an individual. If you are married, these benefits could include a monthly pension. Minor children may also be eligible to receive a monthly benefit until they turn 18, or your beneficiary may be entitled to a refund of your contributions.

Each year, the Retirement Office sends members statements (green sheets) which contain the list of beneficiaries currently have on file. When you first started with the city during the hiring process, chances are you completed a beneficiary designation form. From then until now, life may have changed. Maybe you got married, had children, or got divorced. These types of events would indicated a need to update or change your beneficiaries.

Any beneficiaries selected for COPERS do not carry over to the other benefit plans for the city. Now is a great time to contact Nationwide, and review your city benefit beneficiaries in eCHRIS.

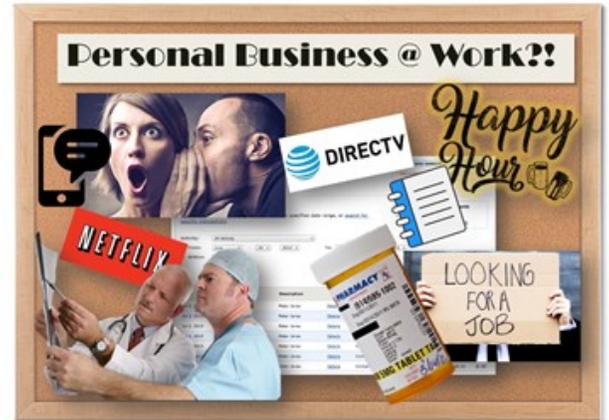
A downloadable beneficiary form is available on the COPERS website. Just click on "forms". Or you can call the Retirement Office and someone will send you a form.

For More Info:
Phoenix.gov/copers
602-534-4400



Have an idea for the next PHXConnect?
E-mail us: phxconnect@phoenix.gov

THE BILLBOARD TEST



As you know, the majority of the work we do here in the city is considered a public record. Tens of thousands of public records requests are processed annually and staff citywide are tasked with reviewing those records. That means before the records go out the door, including emails, instant messaging and other electronic data, they are reviewed by line staff, department heads and city management.

The "Billboard Test" (similar to the term "headline test") asks: What if there was a billboard in the lobby of City Hall where all your @phoenix.gov emails were posted? Would there be any issues? Save your coworkers the work, and yourself some embarrassment, by keeping personal business and personal comments offline. We all have personal business, but some doesn't belong in your city account.

JOB POSTINGS

Each Monday, the city posts jobs available for current employees to consider. [Here's the link](#) to the most recent job opportunities.

LEAVE DONATIONS

The following employee is accepting leave donations. If you'd like to help, use eChris to make your donation:

- ◆ Valerie Smith, secretary II*U8, City Manager's Office

EDUCATOR OPEN HOUSE

Tell your kids' teachers to check this out!

Teachers and homeschool educators are invited to a free open house preview of Pueblo Grande Museums' educational tours and outreach programs, 10 a.m. - noon, Saturday, Aug. 18. While there, teachers can find out what is new with field trips, educational activities, craft activities and more at Pueblo Grande Museum.

As an added benefit, attendees of this open house will have the opportunity to book their field trips that day, one-week before the public opening date for booking tours! Teachers can register online to reserve a seat. Light refreshments will be provided. And, for the first 30 educators that RSVP online, the PGM Auxiliary will be offering a free gift bag with a coupon for the Museum Store!

For additional information or questions about the Educator Open House, contact the museum at 602-495-0901 or [by e-mail](#).



COOL IN YOUR ZIP

There's so much to do at Burton Barr Central Library. Have you ever checked out MACH1? It's a creative space for Makers, Artists, Crafters and Hackers! From video game design to coding and astrobiology, this FREE program is for all ages. It's also [what's Cool In Your ZIP this week](#).



DISABILITY JOB FAIR

10 a.m.-noon Thursday, Aug. 23

Burton Barr Central Library | Pulliam Auditorium
First Floor, 1221 N. Central Ave.

Connect your skills and dreams to your next career!
Meet with employers and agencies that have the shared goal of helping people with disabilities obtain meaningful employment.

Be prepared for professional networking opportunities and to meet with employers—dress to impress, and bring your ID and copies of your resume! American sign language interpreters will be present.

Presented in partnership with
DES Arizona Rehabilitation Services Administration.



For more information, visit phoenixpubliclibrary.org
or call 602-262-4636 (for TTY dial 7-1-1).

NetworkPHX



Wednesday, August 15

7 – 8 a.m.

A.E. England Building
(424 North Central Ave)

Create a mentoring relationship.
Sharpen your professional and leadership skills.

Register @
networkphx.eventbrite.com

Space limited to
the first 25 people

Sponsored by WIL