

MANAGERS: MANAGING CAREER GROWTH

Managers, use this guide to help employees address common challenges to career advancement at Kaiser Permanente.

EMPLOYEE CHALLENGE	SUGGESTED SOLUTIONS
 <p>SEEKING MORE EDUCATION</p>	<ul style="list-style-type: none"> » Eligible KP employees can use tuition reimbursement (kpcareerplanning.org) and take KP Learn courses (learn.kp.org). » Partnership union members can use education trust services: Ben Hudnall Memorial Trust (bhmt.org) or SEIU UHW-West & Joint Employer Education Fund (theedfund.org) offers career counseling, degree programs, skills enhancement and training programs. » Represented employees may be eligible for education leave. See labor contracts for details on this and other educational benefit criteria.
 <p>SEEKING MORE EXPERIENCE</p>	<ul style="list-style-type: none"> » Inform employees if your department has a cross-training program. If not, consider talking with your regional Workforce Planning and Development (WFPD) committee about starting a program (kpcareerplanning.org/prd/contact_us.php). » Encourage employees to participate in a training program to help gain experience. Visit the experience programs page at kpcareerplanning.org/experience for a guide to apprenticeships and other programs. » Contact your local union partners to inquire about workforce development opportunities (LMPartnership.org/about/whos-who/staff-directories/local-unions).
 <p>LOOKING TO GAIN MORE EXPOSURE</p>	<ul style="list-style-type: none"> » Consider including employees on high-visibility projects. » Mention opportunities to volunteer at kpcares.org or join an employee association such as the KP African American Professional Association (kp.diverst.com/user/groups).
 <p>LOOKING TO IMPROVE INTERVIEWING SKILLS</p>	<ul style="list-style-type: none"> » All KP employees can practice interviewing (kpcareerplanning.org/prd/interview_guidelines.php), take KP Learn courses (learn.kp.org) and find a mentor (kpmentoring.org). » Partnership union members can talk with a trust fund career counselor (bhmt.org/career-coaching, theedfund.org/cc).
 <p>FACING LIMITED OPPORTUNITIES WITH SCHEDULE</p>	<ul style="list-style-type: none"> » Discuss what matters most to employees — a new position may involve sacrifices over shift/location. » All KP employees can explore career paths at kpcareerplanning.org/paths. » Find more tips for talking with employees in the Workforce of the Future Conversation Toolkit (LMPartnership.org/tools/workforce-future-conversation-toolkit).

SET EXPECTATIONS

TRANSITION TO NEW CAREER