

In This Issue:

[Horizon HR and Payroll System](#)

[‘Your Health’ Newsletter](#)

[Mental Health First Aid Training](#)

[Staff Survey Results 2019](#)

[University Mental Health Day 2020](#)

[Wellbeing Champions Network](#)

[LGBT+ Staff Network](#)

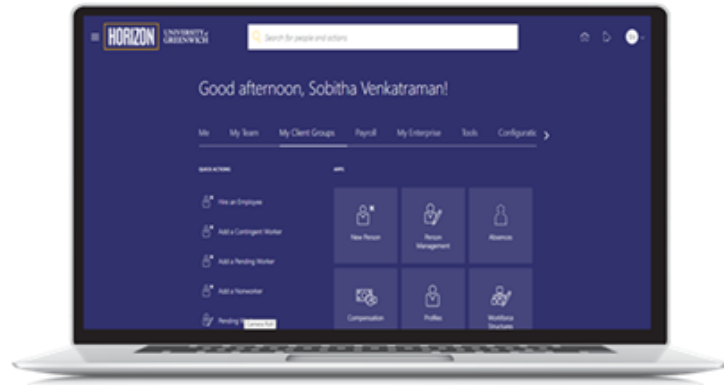
[HR Charity News](#)

[Farewell](#)

[Aurora Launch 2020](#)

[What’s On](#)

New Horizon HR and Payroll System



HR have officially begun the use of university’s new Horizon HR and Payroll System. This means HR have now started the transition from our old HR system, to a new Cloud Oracle Human Capital Management System, formally named HORIZON.

Over February and March, we will be rolling out the Employee and Management Self-Service by Faculty and Department. Look out for further communications regarding dates. Self-service will enable staff to update personal information on their record for example – a change in address or emergency contact details. You can also upload personal documents such as qualifications. Horizon can be accessed from wherever you are on either mobile or desktop. If you are a line manager, you can also view your team’s basic information and will be informed when changes are made.

The new system will also have reporting functionality and managers will be able to draw down useful management information once all modules of the system are rolled out.

This core HR module and self-service are just the first phase in the roll out of the Horizon system. Additional phases will include Payroll, Expenses, Absence (including the booking and recording of annual leave), Employee Resourcing and Recruitment, Talent Management, Learning and Development.

Further updates and announcements will be made at each stage of this project. Horizon will allow the provision of a more modern and integrated HR and Payroll service and reduce the need for paper- based interactions and information.

The University have invested significantly in this project and HR, Payroll, Expenses and ILS colleagues are working collaboratively with our support partner Namos in delivering key milestones. The project is currently on target for HORIZON to be operational across the whole of the University by late April 2020.



[Contact us](#)

Follow us



'Your Health' Newsletter

Our Occupational Health provider Duradiamond produces a monthly newsletter containing articles and information on health and wellbeing.

You can see the latest editions [here](#).

Mental Health First Aid Training

Mental Health First Aid Training sessions have been taking place since July 2019.

Over 800 staff have attended and the feedback from staff has been excellent.

We still have availability on one day and half day courses in March, so if you would like to book your place please email ind@gre.ac.uk for a list of dates.

LGBT+ Staff Network

Would you like to have a say in how the University promotes and celebrates equality, diversity and inclusion for LGBT+ staff and students?

If yes, then how about joining our **LGBT+ Staff Network**. We welcome all new members who identify as LGBT+ and Allies.

Contact Naseer Ahmad for more information n.ahmad@gre.ac.uk

University staff survey results for 2019

In November 2019 staff completed the second annual staff engagement survey. The response rate was 58% which tells us this was important, and our engagement index has now risen by 2% to 59% overall engagement.

The full results are now [available](#) and our leaders have been working together to develop a university action plan. We will aim to provide more information on this in the Spring. During 2019 there have been measurable improvements with the majority of areas receiving more positive responses. We are also pleased to see improvements in how you know your contribution supports the university's success (Q10) you feel you have flexibility to carry out your role (Q11) and that we are improving our support for your health and wellbeing (Q17).

However there are still areas that need attention particularly in sharing information with you when you go through change (Q15) and improving processes which remains a top priority for the sector (Q16). Further investment is being provided so we can support this through the [One University programme](#). Between January and March all staff will be invited to learn more about their faculty or directorate results and will be given an opportunity to support developing actions which address local priorities.

For more information contact Human Resources – [Anna Radley](#) (Organisation Development and Employee Engagement Manager) or [Laleh Williams](#) (Head of Organisation and People Development).

University Mental Health Day 2020

On Thursday 5 March the University is marking University Mental Health Day with a host of activity, including online content, talks, and events across our campuses. Do take the opportunity to find out what's on, and to get involved.

It's also a good time to reflect on your own wellbeing and, if you need it, draw on the support that's available. For example, the university's employee assistance provider – CiC – is an external organisation which provides staff and their family members free, confidential support.

Find further information on the Portal and the [university's Wellbeing Hub](#).

Wellbeing Champions Network

Our staff network of wellbeing champions are helping to deliver the university's [Health and Wellbeing Strategy 2018-22](#).

They play a vital role in supporting the wellbeing of the university community, which includes delivering and promoting activities such as our university mental health day event, and signposting people to support services.

HR Charity News

Our Chosen charity for this year is Cancer Research.

We have held a number of events in the last few months including a Toast Café, various sporting sweepstakes and our latest venture a second hand book sale.

Future events include a cake sale, summer market and quizzes.

We are hoping to raise as much as we can, so please look out for information on how you can help us do that.



Farewell

We say goodbye and good luck to **Shade Odukoya** who leaves us for pastures new at the London School of Hygiene and Tropical Medicine.

WHATS ON!

[Staff Development](#)

[University Mental Health Day](#)

Produced by:
University of Greenwich
Human Resources Directorate
Southwood House Avery Hill Campus

Aurora

The Aurora Programme continues to be extremely popular within Greenwich. To apply for the programme within Greenwich, we hold an internal application process and this year, we received more applications than available places and therefore securing a place on the programme was by competitive process. 20 people were successful in securing a place on the programme, which started on 25 February in central London.

So, what is the Aurora Programme?

It is a 6-month development programme organised by Advance HE, for those who identify as women, up to senior lecturer level or the professional services equivalent, who would like to develop and explore issues relating to leadership roles and responsibilities. It is an extremely popular programme within the HE sector with nearly 6000 women taking part across the country since it first launched in 2013.

Each participant will have an internal mentor for the duration of the programme and will attend 4 conference style sessions based on the four following topics and participate in two Action Learning Sets.

- Identity, Impact and Voice
- Power and Influence
- Core Leadership skills
- Adaptive Leadership skills

Each session is led by a lead facilitator and table Role Models to help facilitate discussions on each table. For further information about a Role Model please refer to the [Advance HE website](#).



Prior to the start of the programme, we held a launch event for all the Greenwich participants and their mentors on 12 February 2020 in Greenwich. This was an inspiring session with talks from the Aurora Co-Champions, Professor Derek Moore and Dr Clare Saunders and Aurora alumni, Kate Southgate, Irene Barranco Garcia, Dr Maria Arche and Jan Orlebar. The alumni presentations revealed the true impact that Aurora has on people, not only in their professional lives but also in their personal lives too.

To see what an impact the Aurora Programme can have on an individual, please see a series of [videos](#) from Greenwich alumni and mentors.

If you interested in finding out more about the Aurora Programme or becoming a Role Model, please contact [Anna Radley](#).