



JUNE 2017

UN Secretariat Global Learning & Career Support Programmes

Career Counselling and general Coaching @ the UN

Having reflected on the past performance cycle and finalised our work plan for the new one, we now look forward into the new year with its challenges and opportunities. In order to help UN staff reach their personal development goals, OHRM is offering career counselling and general coaching sessions. Career counselling sessions can be useful if you for example need help completing your PHP and cover letter for an application or if you'd like to practice for a job interview, while general coaching sessions can help you –for example- to feel more confident about providing performance feedback. This service is now more easily accessible than ever before: you can register by emailing uncareercoaching@gmail.com to schedule your session and to let the coach know if you would like to sign up for career counselling or general coaching. You can find more information on career counselling and general coaching [here](#).



Lynda.com video of the month: Discovering your strengths

Business coach Dave Crenshaw demonstrates ways to discover what you're truly best at doing and how to leverage those strengths and abilities in your professional life. This course reveals how to uncover your strengths and talents, match them to job responsibilities, and develop a path to apply those strengths at work. Set yourself up for continued success with self-assessments and the ability to invest in yourself and make continual improvements as your career grows.

Duration: 55 min 40 sec

For more information on Lynda.com at the UN, visit: hr.un.org/lynda



GLOBAL OPPORTUNITIES FOR LEARNING AND CAREER SUPPORT IN JUNE

Workshop for Online Presentations (LMS-2278)

Duration: 9 hours (1.5 hour sessions)
2 June - 7 July 2017
Fridays, 7-8:30am (New York time)

Summary Writing Intensive (LMS-1811)

Duration: 12 hours (2 hour sessions)
6 June - 27 June 2017
Tuesdays, 9-11am (New York time)

Reading in English (LMS-2496)

Duration: 1 hour (two 30-minute webinar sessions)
14 & 28 June 2017
Wednesdays, 7-7:30am (New York time)

Listening in English (LMS-2497)

Duration: 1 hour (two 30-minute webinar sessions)
7 & 21 June 2017
Wednesdays, 7-7:30am (New York time)

Speaking in English (LMS-2498)

Duration: 1 hour (two 30-minute webinar sessions)
23 June & 7 July 2017
Wednesdays, 7-7:30am (New York time)

Client Service Skills Webex-Based (LMS-1618)

Duration: 6 hours (two 3 hour sessions)
6 & 7 June 2017
Tuesday and Wednesday, 10-1pm (Nairobi time)

Report Writing for Hiring Managers (LMS-2324)

Duration: 3 hours (1.5 hour sessions)
13 & 14 June 2017
Tuesday and Wednesday, 11-12:30pm (Nairobi time)

Managed Mobility Overview (LMS-2191)

Duration: 1 hour
29 June 2017
Thursday, 9-10:00am (New York Time)

Important for ITECNET staff

Staff Selection and Managed Mobility System – Introduction (LMS-2147)

Duration: 1 hour
Thursday, 15 June 10-11am
and Thursday, 22 June 9-10am (New York Time)

Redacción Eficaz: Creación de textos (LMS-2478)

Duration: 18 hours (1.5 hour sessions)
30 May - 7 July 2017
Fridays, 8-9:30am (New York time)

Hablemos de igualdad de género (LMS-2266)

Tutor support/ Self paced
Duration: 8 hours
30 May - 30 June 2017

LPE Online Comprensión Oral Y Vocabulario (LMS-1963)

Tutor support/ Self paced
Duration: 8 hours
30 May - 7 July 2017

Préparer l'épreuve d'expression écrite de l'EAL de français - French LPE (LMS-2493)

Self paced with tutor
Duration: 5 to 8 hours
Monday, 19 June – Friday, 7 July 2017

Préparer l'épreuve d'interaction orale de l'EAL de français - French LPE (LMS-2494)

Self paced with tutor
Duration: 4 to 6 hours
Monday, 19 June – Friday, 7 July 2017

Préparation à l'Examen d'Aptitudes Linguistiques: activités de réception, grammaire et vocabulaire – French LPE (LMS-1699)

Self paced without tutor
Duration: 16 hours

Préparer l'entretien sur compétences (CBI) – language aspects (LMS-2429)

Self paced without tutor
Duration: 1 hour

For the full list of courses available globally for each language, click on the languages below and see the list of courses under "Online Courses":

[ARABIC](#) • [CHINESE](#) • [ENGLISH](#) • [FRENCH](#) • [RUSSIAN](#) • [SPANISH](#)

Are you planning to schedule a career counselling session?
Here are some tips to get the most out of it!

- If you want to improve your PHP, we strongly recommend that you **complete the online PHP course before your session**.
- If you would like to prepare for an upcoming interview, we recommend you first **complete the online competency-based interview course**.
- If you want help in creating your career development plan, or to discuss any other career related topics, we recommend you first complete "knowing yourself" in the **career workbook**.

[MORE INFORMATION](#)

HOW TO REGISTER FOR COURSES ON INSPIRA

