

Dear State of Ohio Employee:

The Ohio Department of Administrative Services' (DAS) Office of Talent Management-Learning and Professional Development presents you with its enterprise-wide training program and catalog for the first half of 2016, January – June.

State of Ohio training programs are designed to enhance a variety of employee skills at all levels of experience and meet different learning styles. Professional development opportunities and courses for bargaining unit and exempt employees range from classroom training to on-demand, online courses. As always, there is no cost for state employees to participate in these trainings. We encourage you to work with your supervisor to determine the best courses for your work.

A **new** addition has been added to this training catalog. Thirteen courses offered to exempt human resources and labor personnel by the **DAS Office of Collective Bargaining (OCB)** are listed on Pages 5-8 in the “At a Glance” feature. These OCB courses will be held in the OCB Conference Center at the Ohio Department of Transportation (ODOT) property located at 1610 W. Broad St., Columbus, Ohio 43223. See Page 4 for directions.

A continued focus of training efforts for supervisors is the **Lead Ohio Program: Foundations of Supervision**. To learn more, visit the [Lead Ohio Resource Center](#).

The Ohio Employee Assistance Program (OEAP) will continue to provide classes and feature **Optum Behavioral Health** courses. Look for “**Optum**” next to the course name in the “At a Glance” section of this catalog.

Learn It Ohio Training on Demand 365/24/7 features a variety of Learning Programs for exempt professionals and information technology professionals in the bargaining unit. For more information, please see Pages 26 to 30.

For specific questions about State of Ohio training, please visit: das.ohio.gov/learning or contact the Office of Talent Management-Learning and Professional Development at: 1-614-387-6183 or 1-888-577-6276.

Thank you for your interest and participation in the training and professional development opportunities offered by the State of Ohio.

Sincerely,

Robert Blair, Director, DAS

Jessica Schuster, Assistant Deputy Director, DAS Human Resources Division,
Office of Talent Management

