



# JOIN US FOR A

STAFF WELLNESS SESSION

## WORK SMARTER TIME MANAGEMENT AND SELF-CARE STRATEGIES

**Thursday, April 25, 2023  
Noon - 1 p.m. (via Zoom)**

**Link to Join Zoom Meeting:**

<https://zoom.us/j/96951242023?pwd=TnB3RDl2djlWREdpeGM4R3RsWlp3dz09>

**Meeting ID: 969 5124 2023 • Passcode: 295228**

### THE STAFF ADVISORY COMMITTEE FOR THE SIU SYSTEM (STACSS)\* INVITES ALL SIU SYSTEM STAFF

Time management is an essential skill to maximize productivity and success. In addition, proper time management can help you manage stress and workloads.

#### IN THIS SESSION, PARTICIPANTS WILL LEARN HOW TO:

1. Define the meaning of productivity
2. Apply for work smarter principles
3. Prioritize tasks by incorporating popular time management methods
4. Create an individualized self-care plan



#### SESSION LED BY SIU SCHOOL OF MEDICINE'S:

##### **Sookyung Suh, Ph.D**

Assistant Professor, Department of Medical Education  
Director of Organizational Change Management  
Director of Accelerated Leadership Program  
Equity Transformation Strategist



**Southern Illinois University System**

ONE SYSTEM | MANY LOCATIONS | STATEWIDE IMPACT

The StACSS is a staff advisory body that serves as a collaborative channel between the staff at SIU Carbondale (SIUC), SIU Edwardsville (SIUE), SIU School of Medicine, SIU School of Dental Medicine and the SIUE East St. Louis Center. The StACSS advises the SIU Board of Trustees and System Administrative Offices through the System president about staff-related issues that are pertinent at the SIU System level. The StACSS serves as an avenue to discuss issues that impact the SIU campuses and beyond, share ideas, find solutions to problems, and work together on issues that face staff.