Subject: Instant HR/Payroll: Spring Break Camps, Take Your Kid to Mason Day, VRRW, March Well-Being Seminars, Election Year Guidance, and Leading to Well-Being Conference

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Spring Break Camps: New Option for Magical Camp!
In response to feedback from our customers, we have created an a la carte option for Magical Camp. Now you can put together what works for your family – choose from just the camp option or add before or after care if needed. Spaces are still available for all options.

There are also two other Mason-related spring break camp options -- Game Design and Theater. Please see http://potomacacademy.gmu.edu/spring-break/ for information and to register for Spring Break Camps.

These pilot camps are in response to the recent Family Matters Survey where nearly 30% of respondents indicated a need for a child care option during spring break for their school age children; we hope faculty and staff will join us for one of these three exciting options for their kids. The camps are also open to the community beyond Mason so please feel free to share the information with your families, neighbors and friends.

Take Your Kid to Mason Day: Monday, March 28th
The Working Moms Support Group and Working Dads Group, in collaboration with HR & Payroll and several other offices, have come together to create a new pilot event for faculty and staff at Mason with school aged-children. In the spirit of the popular "Take Our Daughters and Sons to Work Day", there will be special programming on the Fairfax campus on Monday, March 28th. This is a scheduled Teacher Workday in Fairfax and Prince William County, so children will not have to miss any school to participate.

Formal programming is scheduled for the morning, while the afternoon is left open to allow your child more direct job shadowing experience in your department and around campus. You may also want to check "Around Mason" for any additional opportunities taking place that day. Please complete the Take Your Kid to Mason Day Consent form (link below) and fax to 3-2601 or email a scanned copy to worklife@gmu.edu.

Please see below for additional notes and scheduled events.

Schedule of Events:

9:15 am	Welcome and Remarks by President Cabrera
10:00 am	Campus Information and Tour – Admissions Office

Optional:

11:30 am	Lunch at IKE'S Free for participating children Reduced rate of $8 for participating parents

Please note:

- Parents must accompany their minor children at all times while on campus per University Policy 2228
- Supervisor approval is necessary for participation

- Please complete the Take Your Kid to Mason Day Consent form and fax to 3-2601 or email a scanned copy to worklife@gmu.edu
- While there is no age requirement, this event is most appropriate for school-aged children between 8-12 years
- This is a pilot event. Your participation and feedback are important if we hope to develop it for years to come.

SAVE THE DATE: 20th Annual Victims' Rights 5K Run & Walk on April 1st

Join us on Friday, April 1st at noon outside of Merten Hall for the 20th Annual Victims' Rights Run/Walk. The proceeds of this event go to support Mason's Victims of Violence Fund and the Rape Aggression Defense (RAD) Program. The Victims' Rights Run/Walk also collaborates with the Aimee Willard Endowed Scholarship Fund. Aimee was a Mason student/athlete whose life was tragically cut short by a brutal act of violence in 1996. To learn more about Aimee, the endowed scholarship in her name, and to register for the race, please visit http://vrrw.gmu.edu.

March Well-Being Seminars

March well-being seminars are just a click away! On-site classes for March (videoconferenced to Arlington and SciTech) include:

All Sessions at Noon

3/7 Organization, Self-Reliance, & Time-Management: Stepping Stones on the Path to Success in Elementary and Middle School (flyer), presented by Charlotte Foster, Westminster School

3/17 Advance Directives, presented by the Anthem Employee Assistance Program

3/21 Building a Portfolio for Any Weather, presented by Jeff Jones, Fidelity Investments

3/30 Working with the Mind-Body Connection to Improve Physical Well-Being, presented by Shernita Rochelle-Parker, HR & Payroll

For a description of each session and to register, please visit http://hr.gmu.edu/learning/hr.php.

Election Year Guidance

As we prepare for Virginia's Presidential primary, it may be a good time to revisit some election year guidance. The enthusiasm and excitement surrounding election season can understandably can come into the workplace and people may want to show their support by wearing political clothing or decorating their office space with campaign materials. It's important to remember that while we are free to have and express our opinions, in the workplace it is a little different. We are a public institution but our workplace is still, first and foremost, a place of University business. Our conduct, dress, and office space should reflect the job at hand, i.e. it should be professional and welcoming to people of all backgrounds.

There is some Department of Human Resource Management (DHRM) guidance on this subject. The Commonwealth's policy (which Mason follows) on Workplace Harassment defines workplace harassment as: "Any unwelcome verbal, written or physical conduct that either denigrates or shows hostility or aversion towards a person on the basis of race, sex, color, national origin, religion, sexual orientation, gender identity, age, veteran status, *political affiliation* (emphasis added), genetics, or disability, that: (1) has the purpose or effect of creating an intimidating, hostile, or offensive work environment; (2) has the purpose or effect of unreasonably interfering with an employee's work performance; or (3) affects an employee's employment opportunities or compensation."

While the Commonwealth and Mason do not have a policy expressly prohibiting faculty and staff from wearing or displaying campaign material at the office, we encourage everyone to remember that our first responsibility while at work is to maintain a productive, professional environment. Passions will

undoubtedly run high over the next several months. Please encourage your faculty and staff to keep Mason a place of thoughtful discussion, tolerance, and understanding -- even during the height of election season.

Leading to Well-Being: Cultivating Resilience Conference: Early Bird Rates End 3/4/16
Don't miss out on the early-bird rates for George Mason University's annual ***Leading to Well-Being Conference***. Now in its seventh year, this conference gathers the nation's top experts in leadership and well-being for two days of deep and substantial learning focused on cultivating resilience. Those wanting an even deeper learning experience may be interested in one of the half-day Thursday Intensives being offered. **Reduced Mason Employee rates available. Early-bird rates end Friday, March 4th**, and space for the optional Thursday Intensives is limited, so register soon! Find out more and register at: leadingtowellbeing.gmu.edu