Bridge Program

*Providing employees with skills and confidence in their current roles to meet career goals and prosper in their personal lives.*

- Citizenship Preparation
- Computer and Digital Literacy Skills
- Email in the Workplace
- English for Speakers of Other Languages (ESOL)
- High School Diploma Preparation
- Pronunciation Skills

For more information about Bridge classes, click here or email: ohr_bridge@harvard.edu

Career Development

- A Mid-Career Check-In (grade 57+)
- Boost Your Networking Confidence
- Cover Letters Do Count!
- How to Future-Proof Your Career
- Quick Tips For Effective Resumes In-person and virtual options
- Write a LinkedIn Profile that Works for You!

All classes are available to Harvard benefits-eligible faculty, post-docs and staff at no cost.

*Check class description for registration deadline and pre-work.

All Communication, Managing, Productivity, Resiliency, and EDIB classes have a registration deadline of one-week prior to the class date.

All classes are offered as live virtual unless otherwise noted.

Hybrid indicates mix of in-person and virtual format.

Late-Cancellation and "No Show" Policy

Cancellations less than 3-days prior to the class, and no-show participants will incur a $75 fee that is billed to the participant’s department. Exclusions: Bridge, Career, and Learning Experience Design classes.

Communication

- Editing and Proofreading
- Effective Negotiation Skills
- Email for Action
- Influencing Without Authority
- Navigating Difficult Conversations
- So You Want to Be a Manager
- The Power of a Positive No

EDIB Academy

- The Equity Diversity Inclusion and Belonging (EDIB) Academy will resume enrollment in the fall with the full suite of offerings.

Learning Experience Design

- Local Creators Network (LCN) Self-Paced Online Course Development Workshop

Managing at Harvard

- Effective Approaches for Return-to-Campus Conversations: Webinar New!
- Managing in a Hybrid Work Environment Hybrid
- Motivating and Retaining your Team Hybrid
- Universal Manager Training (3 Day Course)

Productivity

- Design Thinking Mindset
- Enriching Engagement and Preventing Burnout
- Managing Competing Priorities
- Navigating Change

Resiliency

Recommended order to complete:

- Optimism
- Mental Agility
- Self-Regulation
- Connection

Resources

Anti-Racism Resources Harvard
Harvard Internal Professional Pathways
ManageMentor
LinkedIn Learning
Tips for Managing a Hybrid Team

Questions? Please email us at training@harvard.edu or visit our website July - August 2022