



UNOPA Notes

University of Nebraska Office Professionals Association

November 2020

President's Message

Lainey Bomberger

It is time to celebrate our friendship, cherish the memories together, and wish each other joy.



Here's to enjoying turkey and pumpkin pie.

Happy Thanksgiving!

Lainey Bomberger

2020-2021 UNOPA President
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**Like Individual Threads,
We Are Stronger When We Come Together!**



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UNOPA:

<https://unopa.unl.edu/>

NEOPA:

<https://sites.google.com/site/neopanebraska/>

NAEOP:

<https://www.naeop.org>

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Save The Date

Upcoming Events

<https://unopa.unl.edu/meetings>

11/05 Empowerment Workshop

12:00-1:00 pm

Topic: Empowerment at all Levels: Engaging Staff through Connection and Opportunities
More Info: Lorraine Moon, lmoon1@unl.edu

11/07 NEOPA PSP Workshop

9:30-11:00 am

Topic: PSP Application Process
More Info: Nancy Harter, nharter@lps.org

11/12 LEARN with NAEOP

12:00-1:00 pm

Topic: Google Website Building
More Info: <https://bit.ly/31XZ1XS>

11/14 NEOPA Conference Planning

9:30-11:00 am

Topic: April 2021 Spring Conference
More Info: Mary Klucas, mary.klucas@unl.edu

11/18 U2 Meeting

12:00-1:00 pm

Topic: TBA
More Info: <https://bit.ly/35RTDH5>

11/12 LEARN with NAEOP

12:00-1:00 pm

Topic: Goal setting
More Info: <https://bit.ly/31XZ1XS>

12/09 Career Development

12:00-1:00 pm

Topic: Presentation by Connie Boehm

12/16 U2 Meeting

12:00-1:00 pm

Topic: TBA
More Info: <https://bit.ly/35RTDH5>

UNOPA's Mission

The purpose of UNOPA is to provide professional growth and promote high professional standards for educational office personnel within the University of Nebraska–Lincoln, as partners upholding the quality of service to the university educational system and the community. We acknowledge the unique role of educational office personnel and the importance of their contributions to the university and the community.



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Ponder: Interconnection & Interdependence!

Paul Wesselmann

Ripples Issue #118 theripplesguy.com/ripples/

At the beginning of our lives, we are highly dependent upon others for our survival. We count on parents and/or other caregivers to feed/clothe/house us and also to guide us as we grow. As we get a little older, we start to explore our independence. Most of us go through a phase of, "I can do it myself and I don't need help from anyone!" As we mature into adulthood, we ideally seek close relationships that are interdependent: where we are in some ways dependent on and yet totally independent from the other person.

Adulting has always been hard. I think it is fair to say that Adulting in 2020 has tested most of us in ways that we didn't want to be tested. If you're like me, there are some days when you just want to move to an island far away from everyone else and other days when you wish a grown up would come along and make you grilled cheese and maybe some Rice Krispie treats before gently rocking you to sleep.

Our best chance of getting through this year with at least a shred of sanity and a dollop of dignity is to remember that leaning on other people doesn't mean we're not grown up enough to handle stuff on our own. And at some point, we're gonna have to explore better ways to connect and engage with those who look at things differently than us. The future of our society depends on it, and the future of our planet depends on it, too.

Peace,
Paul

Career Development Opportunity

Lorraine Moon

Dear UNOPA Members:

Join us in a sneak peek of a session to be featured at the May 2021 All-Staff Empowerment conference. The session will be held on November 5 from 12:00 - 1:00. We would prefer you register by October 30. A link for the virtual meeting will be sent to you after registration.

In this virtual session, learn how College of Engineering staff leveraged their power for greater growth and development. The CoE Staff Development Council formed in fall 2018 with a primary goal of personal improvement and engagement. Three task forces emerged: on boarding, professional development, and wellness. These task forces focused on initiatives for building new employee engagement and community, creating and funding professional development opportunities, and improving overall staff wellness. Take part in this session to learn and build on their experience in your own sphere of influence.

Presented by Melissa Hoffman, Associate Director of Operations, Assessment and Continuous Improvement; Patricia Lena, Administrative Technician, Civil & Environmental Engineering; and Markeya Peteranetz Learning Assessment Coordinator, College of Engineering.

Please use this registration link to attend the event.

<https://nuramp.nebraska.edu/ems/event.php?EMSEventUUID=417a7598-6325-4a2f-b1c6-e05ce9d75855&EMSInviteeUUID=9a713493-efd2-47c0-91a1-332e54826dec>

This event is hosted by UAAD and UNOPA.

For more information please contact Lorraine Moon, Professional Development Committee, lmoon1@unl.edu

NEOPA Awards Nominations

Debbie Hendricks

The NEOPA Recognition Committee is accepting nominations for the Educational Professional and Administrator of the Year Award. These awards will be presented at the NEOPA Spring meeting in April 2021. The deadline to submit nominations is January 1, 2021.

Nominating materials can be found on the NEOPA website <https://tinyurl.com/y59474ml>.

Please contact Debbie Hendricks, CEOE, (dhendricks1@unl.edu) or Lola Young, CEOE, (lyoung5@unl.edu) if you have questions.

Motivational Quote Corner

We are really only one question away from being connected; from learning about one another's journey. And that one question only comes about when we are willing to be open to hearing another truth outside our own.
~ Lee Mun Wah

If you feel like you're losing everything, remember that trees lose their leaves every year and they still stand tall and wait for better days to come.
~ Unknown, shared by Becki in Quakertown, PA



Like Individual Threads, We Are Stronger When We Come Together!

Jana Wood

We are UNOPA. We have carried, organized, optimized, found efficiencies, celebrated successes and trudged through hard times, all while focused on the goal to make the University the best it can be for the students, faculty and staff. Today, we carry mounding stress, we are separated from our co-workers and each other, all while we are facing possible furloughs, layoffs, and budget constraints.

NEVER FORGET- YOU ARE NEVER ALONE.

We will adjust, we will support each other, we will work for each other's success. We will work with and reach across to other groups to widen our resource opportunities.

We encourage you, reach out, share your struggle, share your joy, allow your UNOPA family to support you through this difficult time.

If you or a fellow University staff member could use some extra support, please reach out, don't go it alone.

We do not have large resources, but we have care, consideration, encouragement. Sometimes that's all one needs to take the next step.

Contact: Jana Wood, jana.wood@unl.edu; Christina Franklin, cfranklin3@unl.edu; or Mary Couture, maryRcouture@gmail.com



Thanksgiving Safety



What should I consider when planning a holiday celebration?

- ✓ **Lower risk**
 - Small dinner with household
 - Delivering meals to family & friends at high risk
 - Virtual dinner party
 - Online shopping instead of in person
- ✓ **Moderate risk**
 - Outdoor dinner partner with local community members
 - Outdoor events such as picking apples
- ✓ **Higher risk**
 - Crowds or large gatherings
- ✓ **Coping with stress**
 - Be social from a distance; reach out to friends by phone, text, or social media
 - Find ways to relax; stretch, meditate, exercise, gaming, reading, or other hobbies
 - Stay informed but avoid too much exposure to news stories
- ✓ **Seek help when needed**
 - **Text HOME to 741741 to connect with a volunteer counselor to help you move from a hot moment to a cool moment**
- ✓ **More info**
 - Holiday Celebrations; <https://tinyurl.com/yyj85d2o>
 - Handling Stress; <https://tinyurl.com/y7arls7s>