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Dear BHMT member, Get a jump start on your academic or career development accomplishments for the year with the help of BHMT. Read on!

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**Renew Your TAP Application for 2017**

Your [KP Tuition Reimbursement](#) account is refreshed each calendar year, so you must re-apply and receive your manager's approval annually to participate in [Tuition Assistance Program \(TAP\)](#) through BHMT. **Please submit a new application or re-apply even if you are not expecting to take any courses.** Your application will stay on file until you are ready!

**NEW! Online Lab Science Providers—Azusa Pacific University and Ocean County College**



The Ben Hudnall Memorial Trust is very happy to announce our **NEW** partnerships with Azusa Pacific University (APU) and Ocean County College (OCC). Along with CSU San Marcos, [these providers offer online health science courses](#) that can be taken from the convenience of your own home. These health science courses are perfect if your education plan requires any prerequisites for a Nursing or Allied Health program. We understand that your time is very valuable and flexibility is key. **Please note:** *If you are waitlisted with CSUSM, you don't have to wait.* Take advantage of Azusa's 8-week term or Ocean County's 15, 10, 7.5, or 6-week terms today!

**January Webinars: How to Land Your Next Job**

**RESUME READY**  
**Tuesday, January 17**

**REGISTER**

[Subscribe](#) to our email list

**9 a.m. HST/ 11 a.m. PT/ 12 p.m. MT/ 2 p.m. ET**

(1 hr.)

In this 30-minute webinar, you'll learn how to customize your resume to highlight your skills and accomplishments and match the job requirements. *Presented by Dee Holl, CO Region.*

## **INTERVIEW PREP**

**Wednesday, January 25**

**9:30 a.m. HST/ 11:30 a.m. PT/ 12:30 p.m. MT/ 2:30 p.m. ET**

(1 hr.)

Learn how to prepare for your interview and answer behavioral-based questions while receiving key tips for your success. *Presented by Dee Holl, CO Region.*

**REGISTER**



### **'It Worked for Me': Emily Pacheco**

**NCAL Clerk Shows Why Determination Is Necessary**

**Current Position:** Clerk, Oakland Medical Center, NCAL

**Her Goal:** To become an Executive Administrative Assistant

**How BHMT Helped:** BHMT helped through the use of the Stipend Program and Career Counseling Services

Emily Pacheco found out about the Ben Hudnall Memorial Trust through [NCAL Career Counselor](#) Martha Edwards. At the time, she was working in the Float Pool, but she wanted to take her career path further. She had already completed her Associate's in Healthcare Administration, but she was ready to receive her bachelor's.

Working as a full-time, single-mother with two young children at home, Emily knew that she was the "breadwinner" in her household and could not afford to miss work while pursuing her academic dreams. After talking with her Career Counselor, she [signed up for the Stipend](#)

[Program](#) which allowed her to attend class without having to worry about losing any money in the process.

"It was important for me to take time to focus on my studies without losing any income for my family," she says, "The program helped out a lot and afforded me time to get my BA."

Because of a few personal issues that occurred last year, her school work had to be postponed for a little while, but her Career Counselor made sure to help keep her on track along the way. Emily has now completed four classes and will receive her Bachelor's in Healthcare Administration next year. |

More determined than ever to continue her career development, she has [participated in the Extraordinary Administrative Assistant Regional Training Program](#) as well as taken [Word and Excel classes through New Horizons' computer training](#) to keep her administrative skills sharp.

"I made sure to take advantage of everything BHMT had to offer."

***Congratulations, Emily!***

## **3 Tips for Career Development**

"The only way to do great work is to love what you do. If you haven't found it yet, keep looking. Don't settle."—Steve Jobs. It can be difficult to figure out what you love and how to align it with a viable business or job. Take the time to understand what motivates and provides you satisfaction and fulfillment.

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- Do What You Love
- Never Stop Learning
- Be the "Go-To" Person in Your Field

If you are not moving forward, you are moving backward. Take advantage of all the offerings from BHMT like [CE Direct](#) and [CECenter](#) to continually acquire new knowledge and skills to improve.

Remember, [your career counselor is available](#) to assist you by offering a range of assessments to uncover your interests and goals. Find your passion and purpose because if you love what you do, you'll always win. *Presented by Dee Holl, BHMT Career Counselor, CO*



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### Would You Like a Private "How To" Webinar from AmEnglish?



Meet with AmEnglish one-on-one for a 45-minute private meeting to learn how you can [take advantage of the English Proficiency Program](#). You'll receive a tour of the programs and audiobooks to ensure that you're comfortable with getting started. **Please note:** *This is available for new members or existing subscribers.*

Call (925-485-3080) or email [David Hans](#) to schedule your meeting today.



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**Need Career Direction? Contact Your BHMT Career Counselor**

Are you aware of your free and confidential career counseling benefit? Your regional career counselors are available to help you with career goal setting, education planning, and job search assistance. No matter where you are at KP, it's useful to explore your professional development.

Contact Your Colorado region Career Counselor:

**DEE HOLL**

[Dee.X.Holl@kp.org](mailto:Dee.X.Holl@kp.org), (303) 905-1452

Established in January 2007, the Ben Hudnall Memorial Education and Training Trust provides career counseling services and resources to education and training programs across Kaiser Permanente Regions.

**Office of the Ben Hudnall Memorial Trust**

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