

The <Department/Program> wants to support you in achieving your long-term career goals. That is why we are so excited about the innovative UR Career Pathways program. It is a Learning & Development program intended to attract, retain and promote individuals like you, leading to successful career paths at the University of Rochester. The program provides resources to expand career opportunities and can help you advance as far as your talent takes you. Your future is our future.

I want to work together with you and the UR Career Pathways team to help support your unique career objectives. If accepted as a participant, you would have access to career coaching and training to prepare you for a new position, along with direct connections with hiring managers and recruiters.

To get you started, here is information and tools you may find helpful:

- [UR Career Pathways website](#)
- Informational flyer
- [Video explaining the program](#)

The program is currently offering training for [key positions](#), including:

Ambulatory Technician	Licensed Practical Nurse (LPN)
Dental Assistant	Pharmacy Technician
Histotechnologist	Phlebotomy Technician
Outpatient Access Specialist	Registered Nurse (RN)

<Manager to insert next step – Suggest setting up a meeting to discuss goals? Employee contact UR Career Pathways team?>

UR Career Pathways Development Manager Jamila Smith is available to answer your questions. Email her at URCareer_Pathways@urmc.rochester.edu.

I look forward to partnering with you on your career journey.

Sincerely,