

# ALAMEDA COUNTY TRAINING & EDUCATION CENTER

## JANUARY NEWSLETTER



### HAPPY NEW YEAR!

The New Year is the perfect time to set fresh goals, embrace new opportunities, and leave behind any doubts from the past. Whether it's focusing on personal growth, achieving career milestones, or adopting healthier habits, this is your moment to turn aspirations into action. Step into 2025 with a renewed mindset, a clear vision, and the determination to make this year your best yet. The future is full of promise—let's kick off the year with confidence and excitement!



### THE TRAINING & EDUCATION CENTER CELEBRATES 30 YEARS OF SERVICE

The Training and Education Center celebrates 30 years of providing valuable training programs and facility space to our County and local community.



## TIPS ON BEGINNING YOUR NEW YEAR POSITIVELY

Starting off the new year with a positive and prosperous mindset sets the tone for success. Here are some tips to help you begin the year strong:

- 1. Set Clear Goals:** Define your personal and professional goals for the year. Break them into manageable steps and set a timeline for achievement.
- 2. Prioritize Health and Well-Being:** Focus on both physical and mental health. Regular exercise, proper nutrition, and stress management will keep you energized and focused.
- 3. Create a Plan:** Develop a plan for how to achieve your goals. Be organized and stay flexible, adjusting as needed along the way.
- 4. Embrace a Growth Mindset:** Be open to learning and adapting. See challenges as opportunities for growth and stay positive even when things get tough.
- 5. Build Strong Connections:** Strengthen relationships with family, friends, and colleagues. Networking and collaboration can open doors to new opportunities.
- 6. Stay Consistent:** Success comes with consistency. Make small, daily improvements that add up over time.
- 7. Practice Gratitude:** Start the year with a mindset of gratitude. Acknowledging what you are thankful for can improve your outlook and increase your overall happiness.

**By focusing on these tips, you can set yourself up for a prosperous and fulfilling year ahead!**

## FEATURED UPCOMING INSTRUCTOR-LED COURSES

January 14 & 15 or February 10 & 11 from 9:00 am to 12:00 pm	Coaching Fundamentals
January 22, January 29 & February 5	Career Essentials Series (three half-days)
January 28	Introduction to DEI: Beyond the Surface:

## HOW TO CHOOSE THE RIGHT TRAINING FOR YOU:

1. Identify your desired skills and learning interest.
2. Research the training options on our TEC website.
3. Know your learning style.
4. Determine the benefits of the training. Review the cost and value.
5. Align to organizational and personal goals.
6. Timing is Key: Ensure you can meet the time commitment involved.
7. Contact TEC for any training and development questions you have.

### FUN FACT:

94% of employees would stay longer in a role when they invest in their professional learning and development.

## CONTACT US FOR MORE DETAILS

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WEBSITE: [HRS.ALAMEDACOUNTYCA.GOV/TRAINING-EDUCATION-CENTER/](https://HRS.ALAMEDACOUNTYCA.GOV/TRAINING-EDUCATION-CENTER/)