

RECRUITMENT/RETENTION

New Hires/Resignation Q4 Activity: April, May, June

New Hire/Full-Time	2
New Hire/Temporary	8
Resignations	3
Retirement	1
Transfer	1

CURRENT JOB VACANCIES ADVERTISED:

1. Assistant City Manager for Economic Development & Planning
2. Port Director
3. Office Manager/Accounting Tech II-Port/Finance
4. Museum Aide-Seasonal
5. Police Officer I/II Recruitment
6. Police Dispatcher/Communications Officer

*See City of Nome Website "Jobs" for full listing of vacant jobs -(scan QR Code below)



PERSONNEL PROJECTS

Human Resources continues to work on various HR Goals and objectives:

- Human Resources hosted first City-wide Job Fair on June 7, 2024-this proved to be a very successful event. All businesses who participated expressed interest to host it again and community was very receptive to efforts to fill company vacancies
- Recruitment -Advertise vacancies/work with supervisors to hire new staff, onboarding new staff, orientation for review of benefits
- Employee benefit enrollment -health insurance and retirement
- Employee Relations-Managers request to discipline and review of Employee discipline process/policies
- Policy review and update started

EMPLOYEE BENEFITS

- Health Insurance Open enrollment ended May 31, 2024. Employees who missed enrolling in coverage had an opportunity to add/change coverage
- HR is coordinating with Alaska Department of Retirement & Benefits for a site visit to Nome to schedule and meet with City of Nome employees for retirement services

STAFF RECOGNITION/EMPLOYEE ACTIVITIES/FUNCTIONS

No activities planned this quarter.

A promotional poster for a job fair. The background is dark blue with a large yellow circle on the right side. Inside the circle is a photo of a man with a beard, wearing a grey hoodie and a yellow safety vest, pointing towards the left. The text is white and yellow. At the top left, 'JOB FAIR' is written in large, bold, white letters, with 'HOSTED BY CITY OF NOME' in smaller white letters below it. To the right of this, a vertical yellow bar runs down. Further right, a white text block says 'Don't miss the chance to attend the City of Nome hosted job fair, where you can meet with city and town officials face-to-face and learn about job openings in your field.' Below the 'JOB FAIR' text, a list of organizations is provided. At the bottom left, there is a clock icon with '10am - 3pm' and 'FRIDAY JUNE 7, 2024', and a location pin icon with 'Job fair location OLD SAINT JOE'S TOWN HALL'. Below that, a yellow button says 'FOR MORE INFORMATION' with a right arrow. Underneath, it says 'Contact HR Manager Cynthia Gray' followed by a phone icon and '907-443-8622', and an email icon and 'cgray@nomealaska.org'. At the very bottom left is the official seal of the City of Nome, Alaska, established in 1906.

JOB FAIR HOSTED BY CITY OF NOME

Organizations in Attendance:

- Bering Straits Regional Housing Authority
- Norton Sound Health Corporation
- Nome Public Schools
- Graphite One
- Bering Straits Native Corporation
- Kawerak, Inc.
- Visit Nome/Nome Chamber
- Norton Sound Economic Development Corporation
- Nome Joint Utility System
- City of Nome

10am - 3pm
FRIDAY JUNE 7, 2024

Job fair location
OLD SAINT JOE'S TOWN HALL

FOR MORE INFORMATION

Contact HR Manager Cynthia Gray

907-443-8622

cgray@nomealaska.org

CITY OF NOME
ALASKA
EST. 1906

Don't miss the chance to attend the City of Nome hosted job fair, where you can meet with city and town officials face-to-face and learn about job openings in your field.