
Professional Human Resource Management

Course Description

The Executive Development Center at Old Dominion University in cooperation with SHRM is providing the highest quality program materials; a web based learning system, instruction and program support in providing the SHRM learning system to HR professionals. This SHRM® Learning System Course is designed to provide you with an overview of key areas in human resource management. Materials include six modules that correspond to the six functional areas, responsibilities, and associated knowledge as defined by the Human Resource Certification Institute (HRCI). The program is offered in cooperation with the Society for Human Resource Management (SHRM) as study material for the Professional in Human Resources (PHR) and Senior Professional in Human Resources (SPHR) certification examinations administered by HRCI.

The course provides a solid foundation for managing the HR challenges you face in today's demanding work environment; it supplies a current reference of HR practices, broadens the perspective of functional specialists, and strengthens individual competencies and productivity.

Participants gain thorough knowledge of the following human resource functions:

- Basic human resource management practices
- Personnel selection and placement procedures
- Training and development function
- Compensation and benefits administration and procedures
- Employee and labor relations, including collective bargaining
- Health, safety and security regulations and requirements

Who Should Attend?

The course is specifically designed for managers and staff with experience in general management or human resource management especially those who intend to sit for the PHR or SPHR examination:

- HR practitioners seeking professional development to enhance or advance their career
- Experienced managers who are new to the human resource field
- Mid-level managers pursuing career change or promotion
- HR professionals planning to take the PHR or SPHR certification exams
- HR professionals pursuing a broad overview of human resource management
- HR specialists desiring a broader understanding of human resource management
- PHR-level professionals seeking to "upgrade" their certification to SPHR.

Norfolk Campus

Final registration deadline is January 21, 2013.

Dates: Monday February 4, 2013 through Monday April 15, 2013 **Times:** 5:45pm – 9:00pm

Location: Constant Hall, Rm. 2003

Fee: \$1,350 for non-SHRM members & \$1,295 for SHRM members and 2 or more registrants from the same company

Taught by: Susan Craft, SPHR, GPHR



Executive Development Center

www.execed-odu.com

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