



CERTIFIED HR SPECIALIST

PROGRAM DESCRIPTION

The **Certified Human Resources Specialist (CHRS)** is for *aspiring and new HR professionals*, as well as *experienced HR professionals* wishing to update their skills to meet today's unique challenges. Operations managers with HR responsibilities will also benefit from this program by gaining insight into HR management practices and policies.

OVERALL GOAL/OBJECTIVE OF PROGRAM

This program prepares participants to effectively engage in a broad range of HRM activities, ensuring alignment with organizational objectives and values. The training is practical in nature, enhancing participants' ability to apply what they've learned.

Participants will learn how to develop and implement both strategic and operational HR management policies that drive individual and organizational success; recruit and retain a diverse workforce; provide effective training and development opportunities; develop and implement effective corrective action/disciplinary procedures; and identify key concepts in labor relations, compensation, benefits and more.

THIS PROGRAM INCLUDES

- **In class activities**
 - » Case studies
 - » Small group discussions
 - » Opportunities for practice
 - » Time for reflection and questions
- **Outside of class readings**
 - » **Five pdf manuals/notetaking guides**
 - » **Ongoing access to a dedicated website containing valuable resources**
 - » **eTextbook:** Fundamentals of Human Resource Management 9th, by Noe, et. al.
 - » **15 McGraw-Hill Connect Learning Reviews**
Estimated 15-25 minutes each
- **Certification via comprehensive online exam or successful completion of learning reviews.**

PROGRAM DETAILS

This is a highly interactive program meeting on Wednesdays and Fridays over Zoom.

UPCOMING SESSIONS

- March 12 - April 11, 2025
8:30am - 12:30pm ET
- September 10 - October 10, 2025
12:00pm - 4:00pm ET

REGISTRATION FEE

\$2,800

READY TO BEGIN?

To register or learn more about this program, scan the QR code or visit us online at <https://hrlr.msu.edu/chrs>



QUESTIONS?

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