



**FOSTER A MORE
PRODUCTIVE
WORKPLACE WITH AN**

**HRCI
BUNDLE**

WHY EARN AN HRCI CERTIFICATE?

The HRCI: HR Hot Topics bundle prepares HR professionals to confront and remedy a range of workplace issues. From pay equity to flexible work arrangements, this bundle of courses offers insights and strategies from human resource experts to provide you with a deeper understanding of current and potential issues. The Certificate in Diversity and Inclusion in HR Management bundle provides information and strategies for creating workplaces that are more productive, innovative, and profitable. The certificate prepares HR professionals to foster workplaces in which all employees feel respected, appreciated, and engaged in their work.

WHAT WILL I LEARN?

Completing one of our HRCI certificates prepares you to:

- Identify and address common biases found in the workplace
- Identify HR metrics used for diagnosing bias, tracking the progress of initiatives, and measuring return on investment
- Develop inclusive sourcing and recruitment strategies
- Explore strategies for addressing pay gaps, reasonable accommodations, and undue hardships
- Identify inclusive practices and programs that can help assess and promote employee well-being
- Describe the warning signs of violent behavior and strategies for resolving workplace conflict
- Understand key elements of maintaining employee classification compliance
- Identify inclusive leadership competencies for HR professionals
- Understand how to formulate an effective workplace drug policy given employer responsibilities and evolving legislation

For more information and a complete list of courses, visit:

CAREER PATHS

The U.S. Bureau of Labor Statistics (BLS) expects that the overall employment of human resource specialists is projected to grow six percent from 2022 to 2032, faster than the average for all occupations. About 78,700 openings for human resource specialists are projected each year, on average, over the decade. Common career paths or growth opportunities in human resources include:

Human Resources Manager

Human resource managers maximize the value of a workforce by planning, coordinating, and directing the administrative functions of an organization. As a human resource manager, you will advise other managers on human resource issues. You will also consult with top organizational leaders regarding strategic planning and talent management.

Human Resources Specialists

Human resources specialists ensure that organizations' HR functions comply with federal, state, and local regulations. While some are trained in all disciplines of human resources, many focus on specific areas such as retirement or training. They may also place newly hired workers in jobs, administer benefits, process payroll, manage compensation systems, and facilitate training sessions.

Labor Relations Specialists

The legal and social issues that arise in a workplace can significantly damage an organization if handled poorly. Labor relations specialists are responsible for developing and implementing policies, handbooks, disciplinary procedures, and codes of conduct that guide employees on the terms of their employment. You will also likely help resolve workplace disputes, negotiate labor contracts, and coordinate grievance procedures regarding worker complaints.

The Certificate in HR Management is available 100% online.

The courses included in these certificates carry:

HRCI Credits | IACET CEUs | ATD CI Credits | SHRM PDCs | PMI PDUs

For more information and a complete list of courses, visit: