

WHITWORTH *in the evening*

In collaboration with the Society for Human Resource Management (SHRM)

All courses are conveniently located at our U-District location in the SIRT building
665 N. Riverpoint Blvd., Suite 202, 509.777.3222

Human Resource Management Series – Spring 2010

Whitworth's human-resource-management series prepares individuals for employment as human-resource generalists or other professional positions in related fields. SHRM Learning System curriculum, developed to help prepare HR professionals for the PHR certification exam, is used as the primary course material for all three classes. The Whitworth option is ideal for those that want to prepare for the PHR exam in a structured learning environment that includes dynamic classroom interaction with other HR professionals.

The three-course series includes:

Human Resources Today (BU 303 AED) February 16 – March 23

A comprehensive overview of human resources with particular attention to the role of HR in organizations, the strategic-planning process, ethical issues, legislative environment, assessment of HR development needs, training and motivation, career development, performance management and measurement.

Class meets on Tuesdays, 6-10 p.m. and Saturdays, February 20 and March 13.

Compensation Systems (BU 304 AED) March 30 – May 4

Focus on pay administration, government-mandated and voluntary benefits, compensation and benefits for domestic and international employees. Also addressed are the design, communication, and evaluation of total compensation systems, and the impact of key federal laws and regulations on occupational health, safety, and security.

Class meets on Tuesdays, 6-10 p.m. and Saturdays, April 10 and 24.

Staffing and Labor relations (BU 411 AED) May 11 – June 15

Topics include job analysis and documentation, effective recruitment, selection, staffing, employee-records management, key legislation on employee rights (EEO, affirmative action, discrimination and harassment), and the latest employment practices.

Class meets Tuesdays, 6-10 p.m. and Saturdays, May 22 and June 5.

Cost for the three-course series (each course is worth 3 semester credits):

- **\$3,870 (Tuition for 9 semester credits at \$430 per credit).** Tuition for undergraduate credit *includes* all course materials if all classes in the series are attended. If a student takes only *one* of the three classes, there will be a book charge of \$150.
- **\$1,935 Audit only, no credits earned (\$215 per credit).** Cost of course materials is \$425, *not included* in audit cost. **For local or national SHRM members only: Course materials are FREE if all three courses are audited.**

For class registration or more information call 509.777.3222