

What can I do with my major in Human Resources?

Human Resources have grown exponentially over the past few years. Developing from the personnel department within any given organization into a field of practice all to its own in which formal training is a necessity and professional standards are set by groups such as the BC Human Resource Management Association (BC HRMA).

Human Resource Professionals may be involved with setting strategies, organizational planning, developing and implementing company-wide policies and practices that comply with government legislation, and developing company's most valuable assets- their employees. HR professionals may also be utilized in a support capacity for a company's management team.

Functional Areas of Human Resources

Studying in the field of human resources offers you the potential to be involved with many aspects of an organization that include but are not limited to:

- Recruitment & Selection
- Organizational Design and Development
- Business Transformation and Change Management
- Performance, Conduct and Behaviour Management
- Industrial and Employee Relations
- Human Resources (workforce) Analysis and Workforce Personnel Data Management
- Compensation, Rewards, and Benefits Management
- Training and Development (learning management)
- Health & Safety

General Skills & Qualifications

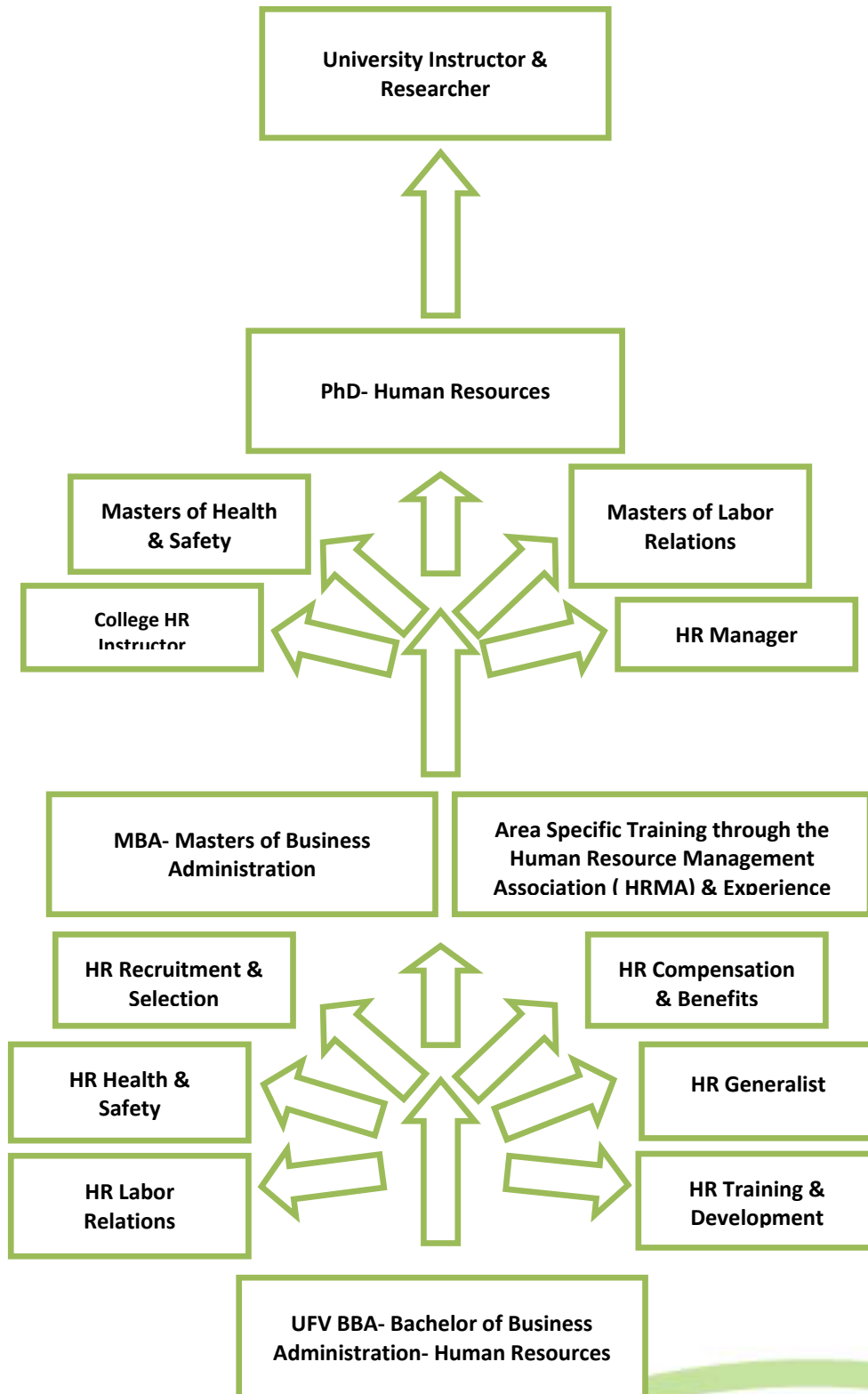
- Demonstrated leadership, interpersonal and problem-solving skills.
- 1-2 years working experience in the business environment
- Strong interpersonal skills
- Strong communication skills (written & verbal)
- Microsoft Office - Word, Excel and PowerPoint
- University Degree/Post Secondary education
- Certified Human Resource Professional (CHRP) Designation Preferred
- Knowledge of Federal & Provincial government legislation including Employment Standards, Human Rights, Employment Equity and Pay Equity

Occupation	Job Requirements
HR Generalist	<ul style="list-style-type: none"> • 3 years previous progressive experience in Human Resources required in the areas of recruiting, training and employee relations. • Previous experience in the given industry an asset
HR Specialist-Compensation & Benefits	<ul style="list-style-type: none"> • 5-8 years of experience in benefit administration • Familiar with HR processes and functions, particular within a shared services environment • Experience in developing policies • Experience working with Compensation and Benefit information systems
HR Specialist- Labour Relations	<ul style="list-style-type: none"> • 2 years or more of relevant labor relations and/or human resources experience; or relevant course study at accredited and recognized academic institution required • Experience in labour negotiations, contract administration, and/or union communication campaigns preferred. • Assist in execution of strike contingency plans - pre-planning, logistics, personnel pool, accounting and payroll, overall communication during work stoppage, etc.
HR Specialist- Recruitment & Selection	<ul style="list-style-type: none"> • 2 years of recruitment and selection experience with working knowledge of behavioural and competency based interviewing techniques. • Experience in developing, planning and executing recruitment tactics such as headhunting, proactive people planning • Excellent client service and relationship management skills – excellent communication skills • Working knowledge of employment legislation, budget builds and financial analysis will be critical in this role • Must be able to work in a confidential environment and be comfortable dealing with sensitive information.

Occupation	Job Requirements
HR Specialist- Learning and Development	<ul style="list-style-type: none"> • 3-5 year's progressively responsible positions with specialization and demonstrated experience in program design and delivery • Sound knowledge of human performance, adult learning principles, organizational development, instructional systems design, and curriculum development. • Ability to analyze learning program effectiveness and ensure consistency and accountability in delivery processes across the organization
HR Specialist- Work Place Health & Safety	<ul style="list-style-type: none"> • Formal education and/or training in Health and Safety, Canadian Registered Safety Professional (CRSP) or equivalent experience • Excellent written and verbal communication skills. The HR-Health & Safety Specialist must be an effective communicator and send clear, concise and consistent messages both verbally and in writing. • Ability to develop and implement department goals and strategies based on broader organizational goals.
HR Manager	<ul style="list-style-type: none"> • Minimum 5-10 years experience in Human Resources with hands-on experience in the areas of recruitment, orientation, health & safety, employee relations and employment equity.

Note: All occupations and job requirements listed above are from industry job advertisements available at Workopolis.com

Career Paths in Human Resources



University Links

Don Miskiman PhD, HR Professor:
Business Department:
Human Resource Student Society:
Business Administration Student Association:

Don.Miskiman@ufv.ca
www.ufv.ca/busadmin
www.hrstudentsociety.com
ufvbasa.com

Association/Industry Links

BC Human Resource Management Association:
The Department of Human Resources and Skills Development:
Canadian Council of Human Resources Association:
International Public Management Association for Human Resources:
HR Council for the Non Profit Sector:
Society for Human Resource Management:
Association of Canadian Search, Employment and Staffing Services:
Society for Industrial and Organization psychology:
American Psychological Association:
HR Careers- Canada:
HR Jobs:

www.bchrma.org
www.hrsdc.gc.ca
www.cchra.ca
www.ipma-hr.org
hrcouncil.ca
www.shrm.org
www.acsess.org
www.siop.org
www.apa.org
www.hrcareers.ca
www.hrjobs.ca

Human Resources Information Sources

Canadian HR Reporter:
HR-Guide.com:
HR Magazine:
HRN Management Group:
Workforce Management:
Canadian Business Magazine:
Job Postings Magazine:
Career Options Magazine:
Verge Magazine:

www.hrreporter.com
hr-guide.com
www.shrm.org/hrmagazine
hronline.com
workforce.com
www.canadainbusiness.com
www.jobpostings.ca
www.careeroptionsmagazine.com
www.vergemagazine.com

Labour Market Information

BC Wage & Salary Information:
Guide to BC Economy and Labour Market:
BC Work Futures:
BC Work InfoNet:

www.bcstats.gov.bc.ca
guidetobceconomy.org/
www.workfutures.bc.ca/
www.workapedia.ca/

Volunteer Links

VolWeb.ca
Volunteer Abbotsford
Abbotsford Regional Hospital
Canadian Cancer Society
Volunteer BC
United Way of the Fraser Valley
Volunteer Canada
Projects Abroad

www.volweb.ca
www.volunteerabbotsford.ca
www.fraserhealth.ca
www.cancer.ca
www.volunteerbc.bc.ca
www.uwfv.bc.ca
volunteer.ca
www.projects-abroad.ca