

HUMAN RESOURCE PROFESSIONAL

Overview

Human Resource Professional Technical Diploma

Program Code: 30-116-1

For more information: wctc.edu/human-resource-professional (<http://www.wctc.edu/human-resource-professional/>)

Matching the right employees with the right positions and effectively managing personnel contribute to a company's overall success. Develop skills in the recruitment, development and evaluation of employees. Cultivate management abilities in planning, organizing, controlling and directing the work of others. Explore employer liabilities and legalities, and gain familiarity with employment law.

The minimum required course grades and program grade point average (GPA) for students under this catalog are:

Core Courses = C
Program GPA = 2.0

Build your degree along a career pathway. Start with a couple of courses or an entry-level credential to enter the job market in your area of interest, then continue with higher credentials on your educational path for job advancement and higher wages.

Career Pathway

1. Human Resource Professional 18
2. Human Resources 60

Related Certificates that can be earned along the way.

- Compensation and Benefits Specialist Technical Certificate (<https://catalog.wctc.edu/programs/compensation-benefits-specialist/>)
- Operational Effectiveness Technical Certificate (<https://catalog.wctc.edu/programs/operational-effectiveness/>)
- Change Management Technical Certificate (<https://catalog.wctc.edu/programs/change-management/>)
- Excellence in Leadership Technical Certificate (<https://catalog.wctc.edu/programs/excellence-leadership/>)

Learning Outcomes

Program Outcomes

1. Create an organizational workforce plan.
2. Develop training programs.
3. Facilitate effective employee relations.

Critical Life Skills

To help our students prepare for success in a workplace and society that is **increasingly global, multi-cultural, and collaborative**, all students are given opportunities to develop and demonstrate Critical Life Skills, both in and out of the classroom. The following Critical Life Skills are learning outcomes for WCTC students.

- **Communication:** Demonstrate appropriate communication.
- **Critical Thinking/Problem Solving:** Demonstrate critical thinking skills to analyze situations and solve problems.
- **Relationships:** Demonstrate effective interpersonal skills.
- **Self-management:** Demonstrate responsible and respectful behavior.

Required Courses

Listed below are the required courses for the program. To view the recommended sequence for taking courses click on the plan of study tab(s) above. Work with your Academic Advisor to design a program plan!

View your **Program Matrix** to find out when each course will be offered (term and time of day).

Code	Title	Credits
Core Courses		
196-127	Compensation and Benefits	3
196-140	Managing People	3
196-142	Federal Labor Law	3
196-164	Recruitment and Staffing	3
196-165	Employee Train and Develop	3
196-193	Human Resource Management	3
Total Credits		18

Full-time, Fall Start Plan

Course	Title	Credits
First Year		
Fall Term 1		
196-193	Human Resource Management	3
Credits		3
Fall Term 2		
196-164	Recruitment and Staffing	3
196-140	Managing People	3
Credits		6
Spring Term 1		
196-142	Federal Labor Law	3
Credits		3
Spring Term 2		
196-127	Compensation and Benefits	3
196-165	Employee Train and Develop	3
Credits		6
Total Credits		18

Full-time, Fall Start Evening Plan

Course	Title	Credits
First Year		
Fall Term 1		
196-140	Managing People	3
Credits		3
Fall Term 2		
196-193	Human Resource Management	3
196-164	Recruitment and Staffing	3
Credits		6

Spring Term 1

196-142	Federal Labor Law	3
Credits		3

Spring Term 2

196-127	Compensation and Benefits	3
196-165	Employee Train and Develop	3
Credits		6
Total Credits		18