

**HRPD Course Schedule
2009
Office of Human Resources**

Date	Required Courses	Time
January 21	HR Overview	9:00 AM – 12:00 PM
January 21	Workforce Planning	1:00 PM - 4:00 PM
January 22	Ethics & HR	9:00 AM - 12:00 PM
February 18	Job Analysis	9:00 AM – 12:00 PM
February 18	Recruitment & Selection	1:00 PM – 4:00 PM
February 19	Compensation & Benefits	9:00 AM – 4:00 PM
March 18	Employee Relations	9:00 AM – 4:00 PM
March 19	Performance Management	9:00 AM – 4:00 PM
April 7	Human Performance Improvement	9:00 AM – 1:45 PM
April 7	Needs Assessment	2:00 PM – 4:00 PM
April 8	Developmental Strategies	9:00 AM – 4:00 PM
May 7	Retaining Employees	9:00 AM – 12:00 PM
May 7	HR Metrics	1:00 PM – 4:00 PM