

# HUMAN RESOURCES

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SPS Certificate website: [sps.northwestern.edu/undergraduate-certificate/human-resources](https://sps.northwestern.edu/undergraduate-certificate/human-resources) (<https://sps.northwestern.edu/undergraduate-certificate/human-resources/>)

The Human Resources certificate enables students to develop foundational knowledge and skills related to balancing the interests of an organization with the rights and needs of employees. Students will be capable of supporting an organization to reach its strategic goals and improve business results while cultivating talented and capable staff.

## Certificate Offered

- Human Resources, Certificate (<https://catalogs.northwestern.edu/sps/certificates/post-baccalaureate/human-resources/human-resources-certificate/>)

## Human Resources Courses

### **ORG\_BEH 309-DL Fundamentals of HR Management (1 Unit)**

The course explores how HR has evolved from its inception to the present-day HR function – and the direction organizations need it to continue to move toward. The course focuses on ensuring the students learn that to be an effective leader within any organization, they must consider themselves as Human Resources Managers. To accomplish this, students will learn the key responsibilities and competencies of a cutting-edge Human Resources leader.

### **ORG\_BEH 311-DL Conflict Resolution (1 Unit)**

Conflict theory and its application to negotiations; conflict resolution style, group membership's impact on conflict.

### **ORG\_BEH 312-DL Managing Diversity & Inclusion (1 Unit)**

In recent years, the terms diversity, equity and inclusion (DEI) have been used by organizations to demonstrate their commitment to employees, stakeholders and the general public, but are they truly curating cultures that give ALL personnel the space to thrive? For some companies, it may be words inserted in mission statements and on websites, and for others, it may be true engagement, assessment, investment and accountability. In this course, we will delve into these tenets and other terms in the diversity space, investigate their meaning and critically think about how to introduce DEI into work cultures, and the communities where we live, work and play. Upon completion of this course, students will be able to articulate the significance of DEI, employ strategies and tactics, and illustrate how when implemented, programs can positively impact cultures and a company's bottom line.

### **ORG\_BEH 321-DL Employment Law (1 Unit)**

Policy, procedural guidelines, and supervisory practices relating to hiring, promotion, compensation, discharge, employment-at-will, and affirmative-action issues.