

Louisiana Society for Human Resources Management (LASHRM)
Position Description

TITLE: LASHRM Certification Director

REPORTS TO: LASHRM State Council Director

Function:

Serves as an appointed representative who promotes certification activities for the state council, SHRM affiliated chapters and their members. Provides communication regarding Human Resource Certification Institute certification and re-certification.

Duties and Responsibilities:

1. Serves as a non-voting member of the state council and is expected to attend and participate in all meetings of the council.
2. Reports to the state director on a regular basis concerning activities promoting certification throughout the state.
3. Promotes the certification of human resource professionals through the Human Resource Certification Institute (HR Certification Institute).
4. Promotes the formation of chapter study programs to facilitate the certification of chapter members.
5. Promotes the partnering of chapters and universities to conduct certification preparation courses using the university-based SHRM Learning System. College graduates take SHRM's Assurance of Learning Assessment.
6. Encourages the certification of council members.
7. Develops communication programs in and about certification (e.g. topical, process, re-certification, issues, etc.).

Requirements:

1. Must be an SHRM member in good standing throughout the duration of participation on the Governing Body (Article VI, Section D). HRCI certification highly desirable.
2. Appointment is made by the State Council Director. (Article VI, Section E)
3. Should be able to visit chapters throughout the state as needed.
4. Serves a term beginning the first day of January and ending the last day of December. May be reappointed in the same position for not more than four additional consecutive years. (Article VI, Section E)