



2019 Course Schedule

HR Big Picture

<u>DATE</u>	<u>REQUIRED COURSES</u>	<u>INSTRUCTOR</u>	<u>TIME</u>
March 12, 2019	HR Overview	Heather Keever	9 a.m.–noon
March 12, 2019	Workforce Planning	Heather Keever	1–4 p.m.
March 13, 2019	Ethics and HR	Karen Wingo	9 a.m.–noon

HR FUNCTIONS

<u>DATE</u>	<u>REQUIRED COURSES</u>	<u>INSTRUCTOR</u>	<u>TIME</u>
April 3, 2019	Job Analysis	Jeanette Hornsby	9 a.m.–4 p.m.
May 2, 2019	Recruitment and Selection	Chrissy Carraway	9 a.m.–noon
May 2, 2019	Compensation	Kevin Paul/Susan Hance	1–4 p.m.
June 18, 2019	Employee Relations	Cheryl Hinson/Spencer Miller	9 a.m.–4 p.m.
June 19, 2019	Performance Management	Joseph Miller	9 a.m.–4 p.m.
Aug. 6, 2019	Human Performance	Jeanette Hornsby	9 a.m.–1 p.m.
Aug. 6, 2019	Needs Assessment	Jeanette Hornsby	2–4 p.m.

Retention and Accountability

<u>DATE</u>	<u>REQUIRED COURSES</u>	<u>INSTRUCTOR</u>	<u>TIME</u>
Sept. 11, 2019	HR Metrics	Nathan Strong	9 a.m.–noon
Sept. 11, 2019	Retaining Employees	Heather Keever	1–4 p.m.