**Classrooms to Careers in**

**Business Administration**

**concentration in Human Resources Management**

**Are you interested in**:

* Making a difference to people and improving their work lives every day
* Contributing to the viability and success of business, non-profits, and government organizations
* Performing investigations
* evaluating workplace issues
* Teamwork
* solving complex problems
* making positive change
* Understanding the law as it applies to work, employers, and employees

The Human Resources function in any organization is comprised of a set of activities that help to manage human capital, the most valuable resource in any firm. Those tasks include such things as employee recruiting, training, employee relations, compensation and benefits administration, compliance, and strategic human resource planning. Students interested in a career in human resources management should major in Business Administration and complete a concentration in Human Resources. Successful HR professionals must understand both the “people” side and the “business” side of their role to move up the career ladder. As a part of the requirements, students must complete an HR internship because practical, hands-on experience is essential to getting an entry-level job.

**Types of jobs:**

* Human Resource generalist
* Recruiter
* compensation analyst
* benefits specialist
* employee relations specialist
* corporate trainer
* HR information systems analyst.

**Or attend graduate school for:**

* professional certifications, such as their PHR (Professional in Human Resources), SPHR (Senior Professional in Human Resources), and/or GPHR (Global Professional in Human Resources)
* Masters in Business Administration
* law school
* graduate studies in public policy.

**Options for the major**

* B.S. in Business Administration, Concentration in Human Resources

Students wanting to expand their knowledge and skills might consider adding:

* A second minor in a business area (such as economics or accounting)
* A minor or major in a foreign language (preferably Spanish)

In addition, an entry level job in HR requires an internship with responsibilities directly connected to HR duties. Hands-on learning can also be gained through:

* Special elective courses such as the HR Audit where students work on teams to audit the HR function in small companies.
* Participating in HR competitions with the Meredith SHRM chapter.

**Professional Associations -**

The Society for Human Resource Management (SHRM), [www.shrm.org](http://www.shrm.org)

**Career Outlook –**

Human Resource Manager, [www.bls.gov/ooh/management/human-resources-managers.htm](http://www.bls.gov/ooh/management/human-resources-managers.htm)

Compensation and Benefits Managers, www.bls.gov/ooh/management/compensation-and-benefits-managers.htm

Corporate Trainer, www.bls.gov/ooh/management/training-and-development-managers.htm

**Optional Information -**

The curriculum offered at Meredith College has been certified as in alignment with the National SHRM HR Curriculum. These educational requirements help a student understand what is needed to succeed as an HR professional. SHRM is the preeminent professional organization for HR professionals. Meredith has an award-winning student chapter of SHRM, offering many opportunities to learn about HR careers and network with HR professionals.