

Training Checklist
Director of Human Resources

Training Requirement	Professional Development Provider	Workshop/Course Title	# Hours
CORE			
<input type="checkbox"/>		Benefits Administration	
<input type="checkbox"/>		Collective Bargaining	
<input type="checkbox"/>		Conducting Employee Investigations	
<input type="checkbox"/>		Employer/Employee Relations	
<input type="checkbox"/>		Employee Performance Management	
<input type="checkbox"/>		Employee Training and Development	
<input type="checkbox"/>		Employment Laws and Education Code	
<input type="checkbox"/>		Job Classification, Recruitment, Testing and Selection	
<input type="checkbox"/>		Leaves of Absence	
<input type="checkbox"/>		Management and Supervision	
<input type="checkbox"/>		Merit Systems and Personnel Commissions	
<input type="checkbox"/>		Payroll and the Business and Technology Sides of Human Resources	
<input type="checkbox"/>		Risk Management (as it relates to workers' compensation)	

Training Requirement (Cont.)	Professional Development Provider (Cont.)	Workshop/Course Title (Cont.)	# Hours (Cont.)
<input type="checkbox"/>	Special Education		
<input type="checkbox"/>	Workers' Compensation		

To learn which CASBO workshops qualify for this certification, please refer to the "Workshops by Certification" matrix in our Professional Development Catalog (Pg. 56). For additional professional development opportunities with approved CASBO partners, please see our Approved Providers List.

Total Hours Completed
(Training must equal or exceed 220 hours)