

## State Council SHRM Certification Director

### Function

Promotes SHRM certification activities for the state council, SHRM affiliated chapters and their members.

### Responsible To

The State Council Director

### Responsibilities

- Serves as a voting member of the state council and is expected to attend and participate in all meetings of the council.
- Reports to the state director on a regular basis concerning activities promoting SHRM certification throughout the state.
- Promotes the certification of human resource professionals through SHRM.
- Promotes the formation of chapter study programs to facilitate the SHRM certification of chapter members.
- Promotes the partnering of chapters and universities to conduct SHRM certification preparation courses using the SHRM Learning System.
- Encourages the SHRM certification of council members.
- Develops communication programs in and about SHRM certification (e.g. topical, process, recertification, issues, etc.)

### Requirements

- Must be a SHRM member in good standing. SHRM-CP or SHRM-SCP is required by the end of 2015.
- Appointment is made by the State Council Director.
- Serves a one-year term as dictated by the state council bylaws. May be reappointed for two additional one-year terms for a total service of three years or serves the term length as dictated by the state council bylaws.

### Resources Available

- SHRM supplies the following resources for chapter certification chairs on [www.shrm.org/vlrc](http://www.shrm.org/vlrc) and/or [www.shrmcertification.org](http://www.shrmcertification.org)
  - Recorded SHRM Certification webinars
  - SHRM Certification Toolkit
  - Certification Handbook
  - Recertification Handbook
  - Resources for Chapter Study Groups
  - Preferred Provider Resources

Note: (\*Check for new and updated resources that are continually being developed)