

Business Administration – Human Resources Management Program

Build your career brand in the Business Administration - Human Resources Management program at Fleming College which can lead to career directions such as: human resources assistant; recruiter/staff trainer; salary/benefits administrator; employment/pay equity consultant; health and safety co-ordinator;

labour relations co-ordinator; employee relations specialist. You could be employed by a wide variety of organizations, ranging from financial services and manufacturing to government and education.

	FIRST SEMESTER	SECOND SEMESTER	THIRD SEMESTER	FOURTH SEMESTER	FIFTH SEMESTER	SIXTH SEMESTER	AND BEYOND	
DEVELOP YOUR CAREER BRAND	LEARN							
	BE OPEN TO ALL CAREER POSSIBILITIES	Check out orientation , meet fellow students in your program and faculty.	Communications II will teach you to use and maintain a career focused portfolio.	Organizational Theory Structure and Design studies the impact of HR	Creative Problem Solving, Innovation and Change will help you build essential skills such as problem solving.	Come to a Program Advisory Committee meeting. Demonstrate leadership skills and initiative.	Your Field Placement will allow you to demonstrate your professionalism in the workplace.	Keep in contact with Career Services , graduates can access services for two years beyond graduation.
	BUILD ON YOUR PROGRAM AND EXPERIENCES	Register with Career Services , access TypeFocus to identify personality strengths and values.	Applied learning opportunities in Human Resources Administration will allow to see industry at work.	Start looking into CHRP and other designations you can pursue.	Are you staying in touch with industry trends? Websites like HR Reporter can help keep you up-to-date!	Enterprise Resource Planning will help you will learn the latest industry software applications.	Practice your interview skills by completing a virtual mock interview through Interview Stream .	Access community job search resources after graduation at Fleming CREW , Lindsay VCCS , or other providers .
	BELONG							
	GIVE BACK TO THE COMMUNITY	Begin your co-curricular record to track involvement that contributes to your career brand.	Engage in community service learning. Investigate volunteer opportunities both on and off campus.	Check out the volunteer fair and find out how you can get involved in the community.	Explore your industry, conduct an informational interviews or job shadow.	Book an appointment with a Career Educator to discuss communication skills gained in volunteer experiences.	Use your final semester general elective to investigate event mgmt. or hotel operations.	Stay in touch, network with program faculty and your peers after graduation.
	FIND SUPPORT FOR YOUR CAREER PATH AND GOALS	First in your family to attend post secondary? Connect with supports to help you navigate College.	Campus resources such as Tutoring & Academic Skills , start your academic career off on a strong footing.	Get involved in industry associations such as the HRPA .	Career Services can link you to employers who want to hire from your program!	See what past program graduates have been up to...	On Field Placement connect with new colleagues to learn about their career paths.	Connect with the FastStart program for entrepreneurship resources.
	USE YOUR EDUCATION TO CREATE NEW OPPORTUNITIES	Access a wide variety of Student Life resources to help you succeed at College.	Build your diversity and cultural competencies to show your ability to succeed in inclusive workplaces.	It's a world of information! Enrol in the Information Literacy certificate to gain the upper hand.	Recruitment and Selection counts as one of your eligible courses towards your CHRP designation.	General electives focus on topics such as psychology, developing a business plan or presentations.	Link with Educational Pathways to investigate degree completion options.	Mentor a grad or student, stay connected through the Alumni LinkedIn page.
	BECOME							
	BE SUCCESSFUL ON YOUR TERMS	Learn how to become a high performing team member in Developing Effective Teams .	Enroll in the free Campus Health certification, find support to balance life and academics.	Continue to update your career portfolio, a great way to track your success and career path.	Participate in Networking and LinkedIn workshops to build your job search skill sets.	Connect and register with the Alumni Office , find out how Fleming supports you after graduation.	Fleming College is going global, courses like Travel Based Learning can build your global perspective.	Explore Continuing Education courses for learning opportunities to stay updated in industry.
	EMBRACE THE SKILLS AND KNOWLEDGE AROUND YOU	Intro to Business and Success Strategies will prepare you for a career in the business world.	Find out more about consumer behaviour in your Microeconomics course.	Investigate Fleming College's commitment to sustainable practices .	Your Intermediate Computer Applications ensures that your computer skills are up to industry standard.	Your Career Search course provides you with a wide variety of job search tools and resources.	Book an appointment with a Career Educator to discuss your plans beyond graduation.	Continue to document your career achievements in your portfolio.