



Career Options after

Human Resources

the study of human capital
www.utsc.utoronto.ca/mgmt
Co-op, Specialist

What is Human Resources?

Human Resources is a discipline that is part of **Management**. The field is broad and relates to all business functions that help an organization deliver value through its employees. Companies and organizations look to human resource professionals to help them effectively manage talent and achieve success. Functions in HR include recruitment and selection, performance management, strategy, health and safety, compensation and industrial relations.

Skills of Human Resources Grads

Transferable Skills

- Communication skills for quality written reports and oral presentations
- Technical skills including excel analytics
- Establish and deliver strategic/tactical results
- Structured thinking and sound/logical judgments to influence change

Work-Specific or Professional Skills

- Analyze current and emerging situations
- Coach managers regarding employee relations
- Conduct employee orientations and programs
- Deliver or support educational/learning initiatives
- Formulate HR strategies to fit an organization
- Promote integrity and customer service
- Provide analytical and process support
- Provide proactive human capital management
- Understand workplace trends and conditions

What makes Human Resources at UTSC unique?

This program provides discipline-specific knowledge and skills at an advanced level. The innovative curriculum meets all coursework requirements for the CHRP designation and prepares students for a wide range of careers in the field. Students are taught by world renowned OBHR experts that provide relevant theoretical and practical knowledge.

Entry-Level Jobs for Bachelor Grads

Common employment destinations include:

- Human Resources Associate/Officer
- Program Coordinator
- Health & Safety Coordinator
- Researcher/Investigator
- Volunteer Coordinator
- Recruitment Specialist
- Compensation Administrator
- Employment/Career Coach
- Industrial Relations Consultant
- Training & Development Consultant
- Consultant/Associate
- Workflow Analyst

The Career Directory: www.canadastop100.com/tcd

Graduate & Professional Studies

Popular further education opportunities include:

- Organizational Behaviour/Human Resources - Master/PhD
- Industrial-Organizational Psychology - Master/PhD
- Master of Industrial Relations & Human Resources (MIRHR)
- Master of Human Resource Management (MHRM)
- Master of Business Administration (MBA)
- Occupational Health & Safety - Certificate

Use LinkedIn!

Attend our LinkedIn workshop to learn about the *Find Alumni* tool for networking!

Human Resources Grads from UTSC have gone on to:

- Starbucks Canada (Benefits Specialist)
- Shoppers Drug Mart (Strategy Manager, Talent Acquisition)
- Deloitte Canada (Recruitment Advisor)
- CIBC (HR Analyst)
- Cineplex Entertainment (HR Director)



Examples of Fields that 'Fit' the Skills of Human Resources Grads

- Information and Cultural Industries
- Arts, Entertainment and Recreation
- Management of Companies and Enterprises
- Public Administration
- Professional, Scientific and Technical Services
- Health Care and Social Assistance
- Accommodation and Food Services
- Finance and Insurance

Your 4-Year Career Exploration Action Plan

1 Do Your Research

The databases below provide you with details about job prospects, nature of work, educational requirements, working conditions, pay and related career paths:

Career Cruising: Log into cln.utoronto.ca, click on Resources, and click on Career Cruising to be logged in automatically

O*Net: online.onetcenter.org (U.S. site)

Attend our workshop **Discover Your Skills and Career Options**, meet with a Career Counsellor, and use our resources to get to know your skills, values, personality and interests:

www.utscc.utoronto.ca/aacc/get-know-yourself

Use the advice on our tip sheets for gathering info:

www.utscc.utoronto.ca/aacc/tipsheets

- Information Interviews
- Working On-Campus
- Internships
- Volunteering

3 Build Your Network

Explore **Student Clubs** and **Professional Associations** and get involved: volunteer for their events and conferences, and get to know people in your industry of interest. These are your future mentors, supervisors and colleagues!

Management and Economics Student Association - www.mesa.ca

DECA UTSC - www.decautsc.ca LIVE Competition – <http://live-competition.org>

Management Consulting Club - <http://mcc-utsc.com>

Talent and Growth Services - www.facebook.com/TAGatUTSC

University of Toronto Consulting Association - <http://utconsulting.ca>

Human Resources Professionals Association - www.hrpa.ca HR Reporter - www.hrreporter.com

Canadian Society for Industrial & Organizational Psychology - www.csiop-scpio.ca

Association of Canadian Search, Employment and Staffing Services - www.acsess.org

Canadian Council of Human Resources Associations - www.chrp.ca

Canadian Society for Training and Development - www.sctd.ca

Certified Management Consultants Canada - www.cmc-canada.ca

2 Explore Career Options & Get Experience

Gain exposure to your options in the world of work and make connections while you're a student via campus events and programs listed on cln.utoronto.ca and ccr.utoronto.ca:

- [Extern Job Shadowing](#)
- [In the Field](#)
- [Explore It!](#) (course-based)
- [Partners in Leadership](#) (4th year students)
- [iLead, uLead, weLead](#) (Dep't of Student Life)
- Employer Information Sessions
- Career & Volunteer Fairs
- [Departmental Student Association Events](#)

Apply for [Work Study](#) jobs in CLN in Fall and Spring! You might also find work via www.scsu.ca/jobs.

Find networking opportunities, internship programs and entry-level jobs via websites like www.talentegg.ca and www.charityvillage.ca.

As an upper year student (14+ credits), attend UTSC's [Get Hired Conference](#) and participate in [Jobs for Grads](#).

As a graduate, explore internships and other trainee programs like www.careeredge.ca