

# Queen's IRC Certificate Series

**Certificate Requirements:** Participants must complete the core requirement assigned to each certificate, plus **any** of the electives listed below for a total of 12 credits.

<p><b>Advanced HR Certificate (12 credits)</b></p>  <p><b>Core Requirement</b> Advanced HR (3 credits) or Linking HR Strategy to Business Strategy (3 credits) <b>Electives</b> (9 credits)</p>	<p><b>OD Fundamentals Certificate (12 credits)</b></p>  <p><b>Core Requirement</b> OD Foundations (4 credits) <b>Electives</b> (8 credits)</p>	<p><b>Labour Relations Certificate (12 credits)</b></p>  <p><b>Core Requirement</b> Labour Relations Foundations (5 credits) <b>Electives</b> (7 credits)</p>	<p><b>Advanced Labour Relations Certificate (24 credits)*</b></p>  <p><b>Core Requirement</b> * Participants must complete a minimum of 24 credits, including the 12 credits earned towards the Labour Relations Certificate. (LR Certificate + 12 electives = 24 credits)</p>
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## Electives

Queen's IRC offers participants maximum flexibility to customize their individual training needs. Participants may take any program they choose from our **entire** program lineup for credit towards any of our 4 certificates. In addition, participants taking our custom programs may also use their training days as credits towards our Certificate Series.

<b>400 Series Advanced Human Resources (AHR) programs</b>				
Advanced HR (3 credits)	Linking HR Strategy to Business Strategy (3 credits)	Designing Change (3 credits)		
<b>400 Series Advanced Labour Relations (ALR) programs</b>				
Strategic Grievance Handling (4 credits)	Labour Arbitration Skills (4 credits)			
<b>300 Series Advanced Human Resources (AHR) programs</b>				
OD Foundations (4 credits)	Organizational Design (3 credits)	HR Metrics and Analytics (3 credits)	Performance Management (2 credits)	
<b>300 Series Advanced Labour Relations (ALR) programs</b>				
Negotiation Skills (5 credits)	Mastering Fact-Finding & Investigation (4 credits)	<b>NEW!</b> Workplace Restoration (3 credits)		
<b>200 Series Human Resources/Organization Development (HR) programs</b>				
Designing Collaborative Workplaces (3 credits)	Talent Management (2 credits)	Strategic Workforce Planning (2 credits)	Change Management (3 credits)	Coaching Skills (2 credits)
<b>200 Series Labour Relations (LR) programs</b>				
Labour Relations Foundations (5 credits)	Strategies for Workplace Conflicts (3 credits)	Change Management (3 credits)		
<b>100 Series Human Resources/Organization Development (HR) programs</b>				
Building Trust in the Workplace (1 credit)				
<b>100 Series Labour Relations (LR) programs</b>				
Managing Unionized Environments (3 credits)	Building Trust in the Workplace (1 credit)			

To learn more, please call our toll-free number at 1-888-858-7838 or visit our website at [irc.queensu.ca](http://irc.queensu.ca)