

## Human Capital Leaders in Education Professional Standards



### PERFORMANCE EXCELLENCE

Strategic Alignment	Communications	Sustainability & Risk Management	Continuous Improvement
<p><b>P.SA.1</b> Develop an organizational strategy.</p> <p><b>P.SA.2</b> Align the human capital management system (HCMS) to the organizational strategy.</p> <p><b>P.SA.3</b> Embed ethical principles across the organization.</p>	<p><b>P.CO.1</b> Use communications to ensure effective implementation of the HCMS.</p>	<p><b>P.SR.1</b> Apply knowledge of relevant law and regulations to education organizations.</p> <p><b>P.SR.2</b> Manage risk.</p> <p><b>P.SR.3</b> Develop sustainable human capital systems and services.</p>	<p><b>P.CI.1</b> Serve internal and external customers.</p> <p><b>P.CI.2</b> Evaluate the HCMS.</p> <p><b>P.CI.3</b> Improve the HCMS.</p>

### STRATEGIC STAFFING

Workforce Planning	Human Resource Branding	Sourcing & Recruiting	Selection & Placement
<p><b>S.WP.1</b> Analyze staffing requirements to meet strategic goals.</p> <p><b>S.WP.2</b> Create job descriptions that reflect position requirements.</p>	<p><b>S.BR.1</b> Present a consistent organizational brand.</p>	<p><b>S.SR.1</b> Identify sources of high-quality candidates.</p> <p><b>S.SR.2</b> Develop a recruitment strategy.</p> <p><b>S.SR.3</b> Implement the recruitment strategy.</p>	<p><b>S.SP.1</b> Develop a selection process.</p> <p><b>S.SP.2</b> Select and hire staff.</p> <p><b>S.SP.3</b> Determine placements for new and existing staff.</p>



**TALENT MANAGEMENT & DEVELOPMENT**

<b>Onboarding</b>	<b>Training &amp; Development</b>	<b>Performance Management</b>	<b>Career Ladders &amp; Succession Planning</b>
<p><b>T.ON.1</b> Orient new employees to the organization.</p> <p><b>T.ON.2</b> Onboard new employees.</p>	<p><b>T.TD.1</b> Coordinate training and professional development programs.</p>	<p><b>T.PM.1</b> Implement a comprehensive evaluation system.</p> <p><b>T.PM.2</b> Address employee discipline and ensure due process.</p> <p><b>T.PM.3</b> Manage employee transitions.</p>	<p><b>T.CL.1</b> Support high-performing employees in increasing their organizational impact.</p> <p><b>T.CL.2</b> Plan for the succession of employees.</p>

**CULTURE & TOTAL REWARDS**

<b>Employee Engagement</b>	<b>Rewards &amp; Recognition</b>	<b>Compensation &amp; Benefits</b>	<b>Organizational Culture</b>
<p><b>C.EE.1</b> Foster employee engagement.</p> <p><b>C.EE.2</b> Oversee labor relations and professional associations.</p>	<p><b>C.RR.1</b> Develop a total rewards strategy.</p>	<p><b>C.CB.1</b> Design an aligned compensation system.</p> <p><b>C.CB.2</b> Develop a benefits program.</p>	<p><b>C.OC.1</b> Foster a culture that supports learning.</p> <p><b>C.OC.2</b> Promote diversity and inclusion.</p>