

www.aapscm.org



SYLLABUS FOR CHARTERED HR MANAGER (CHRM)®

Offered by: Global Institute for Leadership, Human Resources and Project Excellence (AGILE-HRP)®

PROGRAM DESCRIPTION

The **Chartered HR Manager (CHRM)®** is a globally recognized certification that prepares mid- to senior-level HR professionals for advanced managerial responsibilities across the entire HR lifecycle. The program emphasizes leadership, strategic thinking, legal compliance, digital HR transformation, employee relations, workforce planning, and organizational development.

This certification equips HR managers with the necessary tools to drive policy, lead HR teams, influence C-level strategy, and deliver measurable value to the organization through people operations.

COURSE LEARNING OUTCOMES

Upon successful completion, CHRM® certified professionals will be able to:

1. Lead strategic HR initiatives aligned with business goals.
2. Design, implement, and evaluate HR policies, programs, and systems.
3. Manage change, workforce planning, and employee engagement at the enterprise level.
4. Interpret complex employment law frameworks and apply compliance strategies.
5. Analyze HR metrics and implement data-driven decision-making processes.
6. Guide HR digital transformation and integrate emerging HR technologies.
7. Build inclusive, ethical, and high-performance cultures.



TARGET AUDIENCE

- HR Managers and HR Business Partners
- Senior HR Generalists or HR Leads
- People Operations Managers
- Talent Development Managers
- Professionals preparing for CHRO or HR Director roles
- HR Professionals with 3+ years of experience seeking global recognition

EMPLOYMENT OUTLOOK (U.S. BUREAU OF LABOR STATISTICS):

The U.S. Bureau of Labor Statistics (2024) reports that employment for Human Resources Managers is projected to grow 5% from 2022 to 2032, with a median annual wage of \$130,000+. Growth is driven by increasing demand for HR leaders who can manage hybrid teams, digital tools, compliance requirements, and evolving workforce expectations. Organizations are prioritizing certified HR leaders with cross-functional insight and strategic acumen.

CAREER PATHS FOR CHRM® HOLDERS:

- Human Resources Manager
- Senior HR Business Partner
- HR Director / People Director
- Employee Experience Manager
- HR Transformation Manager
- Organizational Development Manager
- DEI (Diversity, Equity & Inclusion) Lead
- Talent Strategy Lead



MODULES AND SUBMODULES

Module 1: Strategic HR Leadership

- 1.1 HR Strategy and Business Alignment
- 1.2 Role of the HR Manager as a Change Agent
- 1.3 C-Suite Communication and Influence

Module 2: Workforce Planning and Talent Development

- 2.1 Succession Planning and Talent Pipelines
- 2.2 Competency Modeling and Gap Analysis
- 2.3 Learning & Development Programs

Module 3: Employment Law and Global Compliance

- 3.1 U.S. and International Labor Laws
- 3.2 Ethical Risk Management
- 3.3 Internal Policy Development and Governance

Module 4: Organizational Development & Culture Building

- 4.1 OD Models and Frameworks
- 4.2 Employee Experience Design
- 4.3 Leading Cultural Transformation

Module 5: Performance Management & Rewards Systems

- 5.1 Strategic Performance Planning
- 5.2 Total Rewards and Pay-for-Performance
- 5.3 HR Scorecards and ROI

Module 6: Digital HR and HRIS Management

- 6.1 Digital HR Ecosystems
- 6.2 Selecting and Managing HRIS Tools
- 6.3 Using AI and Automation in HR

Module 7: Employee Relations and Conflict Resolution

- 7.1 Unionization and Collective Bargaining
- 7.2 Internal Investigations and Grievances
- 7.3 Conflict Resolution Models and ADR

Module 8: Inclusion, Diversity, Equity & Accessibility (IDEA)

- 8.1 Inclusive HR Practices and Policy Integration
- 8.2 Global DEI Benchmarks
- 8.3 Bias Mitigation and Inclusive Hiring

Module 9: HR Analytics and Data-Driven Strategy

- 9.1 People Analytics and Workforce Dashboards
- 9.2 Predictive Talent Analytics
- 9.3 HR Reporting for Decision Support

Module 10: Capstone: Building an Agile HR Department

- 10.1 Designing a Modern HR Framework
- 10.2 HR Maturity Assessment
- 10.3 Presentation of an HR Strategic Plan

CERTIFICATION EXAM DETAILS

- **Format:** 100 Multiple Choice Questions
- **Duration:** 90 Minutes
- **Passing Score:** 70%
- **Retake Policy:** One free retake within 3 months
- **Exam Mode:** Online (Proctored, timed)

CERTIFICATION TESTING OUTCOMES

The CHRM® exam assesses **practical skills and competencies**, including:

- Strategic planning and execution of HR systems
- Decision-making in complex compliance situations
- Communication and leadership in organizational settings
- Problem-solving in HR transformation and policy implementation
- Application of real-world HR metrics and data interpretation



ACCREDITATION AND RECOGNITION

The CHRM® credential is awarded by **AGILE-HRP®**, an internationally accredited institute recognized by professional and academic bodies. The certification aligns with ISO 30414, SHRM BoCK, and CIPD standards and is acknowledged across government agencies, multinational corporations, educational institutions, and nonprofit sectors. It is structured to support career progression, continuous professional development, and global employment mobility.

CERTIFICATION DELIVERABLES

- Chartered HR Manager (CHRM)® Digital Certificate
- Printed Certificate with International Seal
- Digital Badge and Verification ID
- CHRM® Study Guide & Exam Prep Toolkit
- Free Access to HR Leadership Webinars & Templates
- Member Access to AGILE-HRP® Professional Network
- 35 CEU (Continuing Education Units)

PROGRAM FORMAT

- **Length:** AS NEEDED Weeks (Self-paced or Instructor-led)
- **Delivery:** 100% Online with downloadable resources
- **Assessment Tools:** Knowledge checks, case-based quizzes, final exam

ELIGIBILITY CRITERIA:

- Bachelor's degree (preferred) or 3+ years professional experience in HR
- OR Prior knowledge of general HR operations and compliance
- Completion of CHRG® is recommended, but not required

NEED ASSISTANCE?

For queries or certification support:

 **South Carolina Office, Greer, SC Center**
1309 W Poinsett St. Ste B Unit #16 Greer, SC 29650

 **Dallas, Texas Center**
6820 S Stemmons Fwy Ste 115 Corinth, TX 76210

 **admin@agilehrp.org**

 **www.agilehrp.org**