



**Title: Intern, Human Resources, Strategic Planning**

**Number of Positions:** 1

**Employment Status:** Paid Internship

**Duration of Internship:** January 2008, year round

**Shift/Hours:** PT 20 hrs/week during semester, FT 37.5 hrs/week during summer; flexible, based on schedule

The Society for Human Resource Management (SHRM) is the world's largest association devoted to human resource management. The Society serves the needs of HR professionals and advances the interests of the HR profession. Founded in 1948, SHRM has more than 225,000 members in over 125 countries, and more than 575 affiliated chapters. Visit [www.shrm.org](http://www.shrm.org).

**Summary of Department**

To provide support for SHRM's strategic planning process and human resources function. To support and implement various strategic planning and human resources initiatives throughout the year. Initiatives will depend on current focus but could include developing Balanced Scorecards throughout the organization and/or providing support for individual strategic and human resource projects.

**Essential Duties and Responsibilities** (other duties may apply)

- Research into business methodologies, benefits, policies, etc.
- Providing support for special projects especially projects that fulfill SHRM's strategic development and growth initiatives

**Supervisory Responsibilities**

None

**Qualifications**

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

**Education and/or Experience**

- Graduate student focusing on business preferably with a concentration in HR

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**To Apply**

For consideration, please go to [www.shrm.jobs](http://www.shrm.jobs/) and apply online. For more information about SHRM, visit us at: [www.shrm.org](http://www.shrm.org/)

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