**TRAINING & DEVELOPMENT**

**Professional Organizations:**
- Society for Human Resource Management (SHRM)
- Human Resources Certification Institute (HRCI)
- College and University Professional Association for Human Resources (CUPA)
- Association for Talent Development (ATD)
- International Society for Performance Improvement
- National Human Resources Association
- Charlottesville SHRM Chapter

**Events & Training:**
- UVa Center for Leadership Excellence classes
- SkillSoft classes
- SHRM e-learning
- SHRM webcasts
- CUPA HR events
- CUPA HR e-learning
- CUPA HR Bootcamp
- ATD training
- ATD conferences and events
- WorldatWork webinars
- CPEhr Free HR webinars
- BizLibrary webinars (HRCI approved webinars)
- Workforce webinars
- Training Magazine Network webinars
- BrightTALK ManpowerGroup webinar series
- Harvard Business Review webinars

**Education & Certifications:**
- Certificate in Human Resources Management (UVa SCPS)
- Certificate in Leadership in Human Resources Management (UVa SCPS)
- HR Classes (UVa SCPS)
- PHR/SPHR Certification (HRCI)
- SHRM-CP/SHRM-SCP (Society for Human Resource Management)

**Independent Learning:**

**Publications:**
- SHRM publications
- CUPA HR publications
- ATD publications
Books:
PHR/SPHR: Professional In Human Resources Certification Study Guide by Sandra M. Reed & Anne M. Bogardus
The SHRM Learning System - PHR/SPHR Certification Prep by SHRM and HR Experts
The Big Book of HR by Barbara Mitchell and Cornelia Gamlem
Flawless Consulting: A Guide to Getting Your Expertise Used by Peter Blcok
Leading Change by John P. Kotter
Love 'Em or Lose 'Em: Getting Good People to Stay by Beverly Kaye and Sharon Jordan-Evans
Overcoming the Five Dysfunctions of a Team: A Field Guide for Leaders, Managers & Facilitators by Patrick Lencioni
1001 Ways to Energize Employees by Bob Nelson Ph.D.
StrengthsFinder 2.0 by Tom Rath
Strengths Based Leadership: Great Leaders, Teams, and Why People Follow by Tom Rath & Barry Conchie
FYI for Your Improvement by Michael Lombardo and Robert Eichinger
Feedback that Works: How to Build and Deliver Your Message by Sloan Weitzel
Using Experience to Develop Leadership Talent by Cynthia D.Mccauley & Morgan W. McCall, Jr.

Social Media:
SHRM Facebook
SHRM LinkedIn
SHRM Twitter
ATD Facebook
ATD LinkedIn
ATD Twitter

Other Resources:
Darden Business Publishing - UVa
National Association of Colleges & University Business Officers HR resources & news
Harvard Business Review articles, books and case studies
HRCI certification resources
SHRM exam preparation resources

On-the-job Resources:
Mentoring:
Management Mentors
Job Shadowing:
- Careers Out There
  "The Job Shadow Knows: Try on a Career Before You Commit"
- About.com "Job Shadowing is Effective On-the-Job Training"
- Success Mentor Education Inc. "Top 7 Questions to Ask on a Job Shadow Interview"

Informational Interviews/Networking:
- My UVa Career
  "Mastering the Informational Interview" (NY Times)
- "What is an Informational Interview Anyway?" (U.S. News & World Report)
- Informational Interviewing: The Neglected Job Search Tool
- "How Does an Informational Interview Work?"

360 degree feedback:
- UVa Center for Leadership Excellence: Leadership Consulting, 360 Degree Feedback
- custom insight: "What is 360 Degree Feedback?"
- American Psychological Association "Do 360 Evaluations Work?"
- Sigma Assessment Systems: Best Practices in 360 Degree Feedback
- About.com: "Sample Questions for 360 Reviews" by Susan M. Heathfield
- SkillSoft: 360-degree Performance Appraisal