SHRM MEMBERSHIP
Better Workplaces, Better World.
shrm.org/membership/guide
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As a dedicated HR professional, you know that the world of work is more complex, volatile and fast-paced than ever before. The issues of the day—from the skills gap to immigration, sexual harassment, and more—show up in the workplace. Now, more than ever before, the practice of HR requires strategy, creativity and flexibility, as well as the ability to anticipate and shape the future.

HR’s leadership has never been more critical to the health of our businesses and our economy. That is why I am so proud of this profession and our dedicated members. It is also why SHRM remains strongly focused on providing an expanding array of cutting-edge resources, events and networking opportunities—as well as on offering the world’s pre-eminent HR certification program, the SHRM-SCP and SHRM-CP.

This guide is designed to provide a helpful summary of all the benefits SHRM membership has to offer. Keep it handy, as you will likely use different resources in different ways as you advance through your career as a practitioner, advocate and trusted advisor for the people you serve.

Our 300,000+ members tell us every day about the value of SHRM membership. We have guided, developed and given a powerful voice to HR professionals for over 70 years. As you grow in this dynamic, evolving profession, having SHRM as your career partner will enrich your professional journey.

Sincerely,

Johnny C. Taylor, Jr., SHRM-SCP
President & CEO
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You are on the front lines of today’s most pressing workplace issues.

SHRM helps you keep up with the changing demands of HR and provides the tools you need to shape better workplaces.

Member Benefits

Indicates products or services that qualify for PDCs.

Indicates products or services discounted to members. Member benefits are subject to change.
HR Today

It all starts here. Being on the front lines of today’s workplace issues requires you to have access to the latest updates on HR news, advocacy, public policy and research.

E-Newsletters
These opt-in e-newsletters provide news, compliance updates and trends on:
- HR technology
- Talent acquisition and talent management
- Compensation and benefits
- Workplace compliance
- Global HR
- California HR
- Certification and recertification

HR Magazine®
This flagship magazine features in-depth analysis of HR trends and issues.

shrm.org/hrmagazine/guide

*Regular professional members receive printed issues of HR Magazine. Internet-only members outside the U.S. and student members receive digital issues of HR Magazine.

HR Daily
Delivered each morning, this e-newsletter provides the latest information and updates on all aspects of HR.

shrm.org/newsletters/guide

HR Week
Delivered each week, this popular e-newsletter provides a roundup of the latest HR news, SHRM program announcements and website highlights.

shrm.org/newsletters/guide

I’M MORE THAN AN AGENT OF CHANGE.
I’M A STRATEGIC LEADER.

Kathryn Medina

Public-Policy Advocacy
SHRM’s public policy positions are developed with member and volunteer input and guidance. SHRM then advocates these positions with member support on Capitol Hill, in state legislatures and before federal regulatory agencies to advance the interests of the HR profession.

SHRM facilitates and encourages member involvement in the public-policy process through the Advocacy Team (A-Team). The A-Team was developed as a way to assist HR advocates—professionals like you—in making their voices heard on public-policy issues impacting the workplace. Members engage throughout the year in e-mail and letter-writing campaigns as well as face-to-face interaction with lawmakers and their staffs to share the HR perspective and discuss workplace issues.

A-Team members also receive e-mail alerts that provide the latest updates on federal and state public-policy developments and regulatory changes, as well as ways they can have an impact on key issues of the day.

Public-Policy Hot Topics
HR public-policy issues dominate the discussion on Capitol Hill and in federal agencies. Key issues for SHRM to focus on include:
- Educational assistance
- Paid leave
- Workplace immigration
- Workplace equity

advocacy.shrm.org/guide

Research
SHRM’s research will help you advance by supporting you as an HR professional and providing you with data to support evidence-based decision making and strategic HR for your organization. SHRM Research studies issues across the world of work, providing timely and relevant data to help organizations make important decisions, lawmakers to write policy, and executives to transform workplace culture.

In addition to supporting HR careers through competency-based research, SHRM also conducts global research with international organizations, pushing HR issues to the forefront of business worldwide. Our body of research is bolstered by toolkits and playbooks to help you apply the insights we uncover in your own organization.

SHRM Research collaborates with leading Fortune 500 companies, research institutions, and other nonprofits to provide best-in-class thought leadership in the HR space. Among other projects, we conduct surveys and polls on current workplace issues including employee benefits, workers with criminal records, workplace harassment, and recruiting difficulties.

shrm.org/research/guide

NEXT: Learn more about Resources & Tools
HR Topics
SHRM provides news, analysis, tools, networking and other resources for HR professionals in the following areas:
• Behavioral Competencies
• Benefits
• California Resources
• Compensation
• Diversity & Inclusion
• Employee Relations
• Global HR
• Labor Relations
• Organizational & Employee Development
• Risk Management
• Talent Acquisition
• Technology
Opt-in e-newsletters on many of these topics are also available.

Access by visiting the Resources & Tools section of shrm.org/guide

Express Requests
The Express Request feature is a self-service online tool that allows SHRM members access to a wide variety of resources on various HR trending topics, seasonal issues and state law developments.
shrm.org/expressrequests/guide

Interactive Tools
SHRM provides members exclusive access to a new suite of interactive tools that can help quickly and efficiently perform several essential HR functions. You now have access to tools and samples, HR-related training videos and interactive tools, such as:
• Interview Question Builder
• Employee Cost Calculator
• Performance Review Builder
• Benefits Notice Generator
• Total Compensation Statement Builder
• Salary Benchmarking Tool
• Multi-state Law Comparison Tool
shrm.org/interactivetools/guide

Employee Handbooks
SHRM offers two options for creating an employee handbook for your company: a free sample template or a premium, customizable online service.
shrm.org/emphandbooks/guide

Resource Spotlights
Discover multiple resources on specialized workplace topics—in one place. Access toolkits, policies and more on specific HR topics.
shrm.org/spotlights/guide

Vendor Directory
The HR Vendor Directory includes over 10,000 companies, consultants and service providers that offer HR-related products and services to the human resource profession. Categories include benefits, compensation, consulting, diversity, HCM/technology, talent management and more. Listing options range from the basic (free) to paid options. See the website for pricing.
vendordirectory.shrm.org/guide

I’M MORE THAN A VP OF HR.
I’M A RESOURCEFUL SOLUTION SEEKER.
Fernan R. Cepero, SHRM-SCP
SHRM Benchmarking Service
Use SHRM benchmarking to see how your organization compares to your competitors and to make data-based decisions. With nearly 700 benchmarks, SHRM provides you with the relevant HR metrics you need to build a business case, evaluate your competitive standing and anchor your practices. Reports available for:
- Human Capital
- Employee Benefits Prevalence
- Health Care
- Paid Leave
- Talent Acquisition

shrm.org/benchmarks/guide

SHRM Compensation Data Center
SHRM, in collaboration with compensation experts, provides salary data ranging from entry-level to executive. Single job position salary reports offer pay data on specific job titles.

shrm.org/cdc/guide

SHRM Talent Assessment Center
The SHRM Talent Assessment Center is the world’s most comprehensive suite of online talent assessments. This unique online marketplace is home to hundreds of diverse assessments from more than 50 of the most renowned test publishers in the industry.

tac.shrm.org/guide

SHRM Employee Engagement Suite
Uncover perceptions about your organization.
- SHRM’s Employee Engagement Survey Service sheds light on employee motivation by exploring aspects of job satisfaction and employee engagement linked to performance.
- The New Hire Survey assesses your organization’s recruitment efforts, interviewing process and onboarding experience.
- The Exit Survey uncovers employee motives for leaving an organization and can be used as a standalone or complement to exit interviews.
- The 360-Feedback Tool uses a multi-perspective approach to paint a picture that identifies employee strengths and areas for development.

shrm.org/engagementsurvey/guide
Career Resources

In addition to HR Jobs, SHRM offers a variety of tools and opportunities you can use to advance your career:

- Networking locally through SHRM chapters
- The “Featured Jobs” e-newsletter with a selection of jobs currently posted on HR Jobs
- A weekly career column on enhancing and growing HR careers
- SHRM conferences, seminars, and educational offerings for professional development credit
- SHRM certification and certification preparation programs for career advancement

[shrm.org/careers/guide]

SHRM’s HR Jobs

With hundreds of HR-specific positions posted each month, SHRM’s HR Jobs is the No. 1 career center for HR professionals. Job seekers can apply for positions at all levels of HR and in every discipline. From CHRO to HR Director to Compensation Specialist to HR Generalist to HR Assistant, they can all be found at SHRM’s HR Jobs.

Featuring over 200,000 registered HR professionals—including more than 120,000 with searchable resumes—SHRM’s HR Jobs provides employers with a focused audience of highly qualified human resource candidates. While SHRM’s HR Jobs is a free service for job seekers, fees apply for posting jobs and for searching the resume database.

[jobs.shrm.org/guide]

SHRM Essentials of Human Resources

SHRM Essentials of Human Resources is a foundational HR program that incorporates components of the SHRM BoCK and provides insights into the standards for knowledge, strategies, and competencies required of HR professionals around the world. This program navigates through key topics, legal terms, best practices and fundamental issues surrounding HR. Self-study, instructor-led classroom, and virtual learning options are available. View a free demo online.

[shrm.org/essentials/guide]

Student Programs

Those enrolled in a degree-seeking program can join SHRM as a student member. With 300-plus affiliated student chapters and more than 22,000 student members, SHRM helps guide the future of the HR profession by providing resources to support their studies, launch their careers, and develop along their career path. Student member benefits include:

- Digital issues of HR Magazine
- Career resources found on SHRM.org under the Learning & Career tab
- Upgraded access to Internships.com
- Academic scholarship opportunities
- Reduced rates for the SHRM Annual Conference & Exposition and all SHRM educational offerings

And much more

Upon graduation, student members can upgrade to professional membership with a substantial introductory discount on dues, making it affordable to remain a SHRM member and access important resources to support their new role as an HR practitioner.

Details about student membership eligibility can be found online.

[shrm.org/membership/students/guide]
Learning & Career

SHRM Certification
Join the growing number of professionals seeking to meet and exceed the higher expectations of HR in today’s complex global economy.

The SHRM Certified Professional (SHRM-CP®) and SHRM Senior Certified Professional (SHRM-SCP®) credentials address the role HR professionals have in leading organizational success. Based upon a core set of competency and knowledge, the SHRM Body of Competency and Knowledge™ (SHRM BoCK™), the SHRM-CP and SHRM-SCP illustrate to employers that certified professionals think strategically, perform effectively and are able to implement practices for optimal organizational efficiency.

The SHRM-CP and SHRM-SCP exams have been accredited by the Buros Center for Testing, ensuring that these HR credentials meet the highest standards in testing.

With two testing windows, May 1-July 15 and December 1-February 15, examinees are able to select the date and testing location that best suit their needs. Plus, exam fees are discounted for SHRM members.

Visit shrmcertification.org for details on testing locations, pricing and the application process. For corporate pricing options, e-mail CorporateCertifications@shrm.org.

shrmcertification.org/guide

Recertification
SHRM-CP or SHRM-SCP credential holders have two options for recertification:
• Option 1: Earn 60 professional development credits (PDCs) within their 3-year recertification period.
• Option 2: Retake the certification exam within the last year of their recertification period.

Recertifying via PDCs is achieved by engaging in professional development activities that relate to the behavioral competencies and HR knowledge identified in the SHRM BoCK.

PDCs are earned in three categories:
• Advance Your Education
• Advance Your Organization
• Advance Your Profession

All 60 PDCs can be earned in the Advance Your Education category.

shrmcertification.org/recertify/guide

Specialty Credentials
Introducing SHRM Specialty Credentials. Demonstrate your targeted proficiency in several key, complex and continually evolving topic areas while enhancing credibility among peers and employers.

Earn a SHRM Specialty Credential by participating in content-specific, competency-based education and achieving a successful score on an online assessment. Once certification is earned, practitioners will receive a certificate of accomplishment along with a digital badge verifying their achievement.

• SHRM California Employment Law Micro-Credential
• SHRM Talent Acquisition Specialty Credential
• SHRM People Analytics Specialty Credential

Learn more at shrm.org/specialtycred/guide

Onsite Training & Development Programs
Led by SHRM-approved instructors, our cost-effective programs are available for both HR and non-HR staff responsible for human capital outcomes. Programs can be offered onsite at your organization, virtually for dispersed work groups or in a blended learning format. Custom programs and workshops are also available.

shrm.org/orgtraining/guide

SHRM Educational Programs
SHRM’s in-person and virtual programs are designed to provide the knowledge necessary to perform your HR role and to guide the development and application of key competencies that will enhance your credibility as an HR professional at all career levels.

Program descriptions, dates, locations, pricing and registration are available online.

shrm.org/seminars/guide

J-1 Visa Sponsorship
SHRM helps U.S. employers facilitate short-term trainings and internships for foreign talent by sponsoring programs for a J-1 Visa as part of the Exchange Visitor Program.

shrm.org/j1visa/guide
SHRM Learning System for SHRM-CP/SHRM-SCP

The 2019 SHRM Learning System® for SHRM-CP/SHRM-SCP reflects the SHRM Body of Competency and Knowledge (BoCK)—upon which the SHRM-CP and SHRM-SCP exams are based—and delivers the most effective preparation for the SHRM certification exams. Historically ranked the No. 1 HR certification prep tool, the SHRM Learning System provides everything needed to prepare for your SHRM-CP or SHRM-SCP certification exam, in a fully online format.

You’ll be able to:

• Save time and money by choosing one preparation program with relevant content, tests, learning tools and access to expert advice.
• Access the Online Resource Center for an interactive, personalized path toward success, including:
  » Assessment test results to create a personalized study plan based on your strengths and weaknesses.
  » Learning modules accessible online via the embedded e-reader or on-the-go, when downloaded to your e-reader device.
  » Practice questions and flashcards.
• Complete a post-test that mimics the SHRM-CP/SHRM-SCP exam weighting to build exam-day confidence.

Choose the certification preparation method that meets your learning preference:

• Self-Study Program: The flexibility to design a study plan that fits your schedule.
• SHRM-CP/SHRM-SCP Certification Preparation programs: In-person and virtual options, led by a SHRM-certified instructor.
• SHRM Education Partner Programs: A traditional classroom setting, an online format or a hybrid of the two, led by a SHRM-certified instructor.
• Organizational Training & Development Programs: A custom program to meet the specific needs of your organization.

View a free demo at shrmcertification.org/learning/guide

SHRM eLearning

SHRM’s eLearning platform offers a user-friendly, cost-effective experience for HR professionals to advance their knowledge and earn recertification credits. Offerings include the SHRM eLearning Library, a one-year unlimited subscription to 500+ sessions on a variety of HR topics, and in-depth online programs presented in partnership with subject-matter experts on:

• Benefits
• Communication
• Ethics & Compliance
• Global & Cultural Effectiveness
• Leadership
• Immigration

You can learn more at shrm.org/elearning/guide

SHRM Competency Model

SHRM’s competency model is the culmination of over three years of research and reflects the combined input from major corporations, universities and over 35,000 members of the HR profession from 33 countries. This model identifies nine competencies—eight behavioral competencies and one technical competency—needed for success in any HR role, regardless of organization size or sector. The SHRM Competency Model and the resources developed based on the model provide the foundation for talent management throughout the HR lifecycle.

You can learn more at shrm.org/hrcompetencies/guide
Events

Go where the action is. SHRM events deliver world-class speakers and hundreds of sessions to provide the tools and resources you need to excel and to implement successful HR practices.

Webcasts
SHRM offers a series of hour-long free webcasts throughout the year, featuring a wide variety of issues, practices and strategies affecting HR professionals. Available live or on demand, most SHRM webcasts qualify for professional development credits (PDCs).

shrm.org/webcast/guide

Events

Immigration Symposium
November 4-7, 2019 | Washington, D.C.
This conference provides employment immigration professionals the opportunities to keep pace with changes in immigration while helping your organization stay competitive and compliant. Be part of meaningful conversations on hot immigration topics, benchmarking sessions and networking events. Come hear directly from top U.S. and global immigration experts and U.S. government officials on key issues and trends you need to know.

shrm.org/events/guide

Conference dates and locations subject to change.

SHRM Annual Conference & Exposition
June 23-26, 2019 | Las Vegas, Nevada
The world’s largest HR conference brings together more than 17,000 professionals for three and a half days of professional development. Join us as we work together on creating better workplaces.

annual.shrm.org/guide

HR People + Strategy Strategic HR Forum
October 27-29, 2019 | Boston, Massachusetts
A meeting of HR executives, where intimate discussions about the alignment of business needs and the HR function will take place and the standard way of thinking will be challenged.

hrps.org/guide

Diversity & Inclusion Conference & Exposition
October 28-30, 2019 | New Orleans, Louisiana
This event is a premier learning opportunity for professionals who are responsible for developing and refining D&I initiatives within their organizations.

conferences.shrm.org/diversity/guide

Employment Law & Legislative Conference
March 18-20, 2019 | Washington, D.C.
Register for SHRM’s 2019 Employment Law & Legislative Conference for a look ahead at the workplace policy agenda for the coming year. In a turbulent political climate, you can’t afford to fall behind.

conferences.shrm.org/legislative/guide

HR People + Strategy Annual Conference
April 7-10, 2019 | Miami, Florida
Designed for senior-level HR executives, this event links theory and practice while providing you with proven, real-world strategies to take back to your business.

hrps.org/annual/guide

Talent Conference & Exposition
April 8-10, 2019 | Nashville, Tennessee
One of SHRM’s most popular conferences, this event is designed for HR professionals and recruiters seeking the most current tactics and strategies in recruiting and talent management.

conferences.shrm.org/talent-management/guide

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shrm.org/webcast/guide
Membership

It’s all about community. Membership provides you with access to a world of news, information, resources, tools and a community of professionals to support you throughout your career.

Ask an Advisor Service
SHRM’s experienced, certified HR Knowledge Advisors can provide assistance with your HR-related questions. Whether you need guidance on new regulations or have specific questions on topics such as FMLA, FLSA, COBRA and I-9 compliance, HR Knowledge Advisors can help. Many members attest that this service alone is worth the annual cost of membership.

The HR Knowledge Advisors also host live Ask an Advisor chats throughout the year on selected topics.

Job Description Manager
The SHRM Job Description Manager (JDM) lets you create, maintain and organize your job descriptions online without any software downloads. It’s fast. It’s easy. It also provides you with a library of more than 2,400 customizable job descriptions and team approval functionality to make your work easier.

Local Chapter Network
Each of SHRM’s 575 affiliated chapters has its own dues structure, bylaws and application process. Membership in one of our affiliated chapters means access to a local network of HR professionals. Join today for educational programs, as well as products and services in your community that can broaden your skills and make you more valuable to your organization. SHRM membership and chapter membership are the perfect combination.

SHRM also has Member Forums in select countries to encourage local networking among SHRM members located outside the U.S.

SHRMStore
The world’s largest HR store, the SHRMStore offers a comprehensive selection of books, DVDs, software and training materials on HR topics and the law, including state-by-state compliance guides. A variety of accessories including wearable items, portfolios, mugs, “I Love HR” items and HR certification-related items are also available. Look for the SHRMStore at all SHRM conferences, as well as at some SHRM chapter events.

SHRMConnect
Meet other HR professionals and build your network or get help with your HR-related questions in over 20 different communities.

It’s all about community.
The SHRM Foundation is the charity affiliate of SHRM, dedicated to empowering HR professionals to build inclusive organizations where employees thrive and organizations achieve success. The mission of the SHRM Foundation is to champion workforce and workplace transformation by providing research-based HR solutions for challenging inclusion issues facing current and potential employees, scholarships to educate and develop HR professionals to make change happen, and opportunities for HR professionals to make a difference in their local communities. The SHRM Foundation awards hundreds of scholarships each year to HR professionals and students pursuing undergraduate and graduate degrees, certification and professional development. The SHRM Foundation also develops research-based workplace inclusion solutions for HR professionals, with recent initiatives focused on the aging workforce and workplace inclusion solutions for HR professionals, with recent initiatives focused on the aging workforce and workplace inclusion solutions for HR professionals.

As SHRM’s executive network, HR People + Strategy brings together a global network of strategic HR executives and business leaders who operate as partners in applying leading-edge HR management practices within their organizations. HR People + Strategy is committed to enhancing organizational performance, providing members with access to forward-thinking exchanges, research, publications and executive-level networking opportunities.

Affiliates

SHRM FOUNDATION EXECUTIVE NETWORK
HR PEOPLE + STRATEGY

The SHRM Foundation is the charity affiliate of SHRM, dedicated to empowering HR professionals to build inclusive organizations where employees thrive and organizations achieve success. The mission of the SHRM Foundation is to champion workforce and workplace transformation by providing research-based HR solutions for challenging inclusion issues facing current and potential employees, scholarships to educate and develop HR professionals to make change happen, and opportunities for HR professionals to make a difference in their local communities. The SHRM Foundation awards hundreds of scholarships each year to HR professionals and students pursuing undergraduate and graduate degrees, certification and professional development. The SHRM Foundation also develops research-based workplace inclusion solutions for HR professionals, with recent initiatives focused on the aging workforce and workplace inclusion solutions for HR professionals, with recent initiatives focused on the aging workforce and workplace inclusion solutions for HR professionals, with recent initiatives focused on the aging workforce and workplace inclusion solutions for HR professionals.

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FAQs

What if I can’t find my member number? Sign in to shrm.org with your e-mail address and reset your password. You will receive an e-mail from SHRM Gatekeeper with the link to reset your password. If you are still unable to sign in, please contact our Customer Experience Team at 800.283.7476 (option #3) or e-mail us at SHRM@SHRM.org

When will my membership be activated? When joining online or by phone, within approximately 3 hours. When joining by fax, within 5-7 business days. When joining by mail, 4-6 weeks from the time you mail your application and payment.

May I share my membership number with other people? Sorry. SHRM is an individual membership organization, and sharing your membership number violates the SHRM membership policy and the SHRM Code of Ethical and Professional Standards in Human Resource Management.

Am I a SHRM member if I joined my local SHRM chapter? No. As a SHRM chapter member, you are entitled only to benefits offered by your local chapter. As a national SHRM member, you’ll have full access to the SHRM website, the Ask an Advisor service, printed issues of HR Magazine, research reports, discounts on SHRM educational programs and products, and networking opportunities with more than 300,000 HR professionals. Be sure to maximize your professional development and networking opportunities by becoming a member of both SHRM and an affiliated chapter. It’s a winning combination!

Where can I update my mailing address and contact information? Visit shrm.org/myshrm to update your information.

SHRM Membership

SHRM is an individual membership organization.

1-year professional membership includes all benefits + Ask an Advisor Service and printed issues of HR Magazine

1-year global online-only membership includes all benefits + Ask an Advisor Service and digital issues of HR Magazine

1-year student membership* includes all benefits + digital issues of HR Magazine

* See student membership eligibility requirements at shrm.org/membership/students/guide

What membership options exist for those living outside the U.S.? Individuals residing outside the U.S. and in U.S. territories are eligible to join SHRM as regular professional members (includes printed issues of HR Magazine) or as global online members at a reduced rate (includes digital issues of HR Magazine). Students residing outside the U.S. may also be eligible for student membership.

How do I find my membership card and certificate online? Visit shrm.org/membercenter. Log in and click “Print Your Membership Card” or “Print Your Membership Certificate” to generate your card and certificate.

What are the hours of operation? Monday–Friday 8:00 a.m.–8:00 p.m. ET Phone U.S. only: 800.283.7476, option 3 Phone International: +1.703.548.3440, option 3 TTY/TDD: +1.703.548.6999

Please visit shrm.org for the most up-to-date information.

For individuals paying U.S. taxes, SHRM annual dues are not deductible as charitable contributions for federal income tax purposes, but may be deductible as ordinary and necessary business expenses, except that, under IRC Section 162(e), 3% of the annual dues are allocable to lobbying expenses and are therefore not deductible. Please visit shrm.org for the most up-to-date information.

Your membership will not start until SHRM receives and processes your payment.

To view SHRM’s Privacy Policy, visit shrm.org/privacy.

Please Note:
• Members must abide by the SHRM Code of Ethical and Professional Standards in Human Resource Management. Review the code at shrm.org/ethics.
• Members can update their profiles and contact information online at shrm.org/myshrm.
• SHRM membership stays with the member even if he or she leaves the company.
• For individuals paying U.S. taxes, SHRM annual dues are not deductible as charitable contributions for federal income tax purposes, but may be deductible as ordinary and necessary business expenses, except that, under IRC Section 162(e), 3% of the annual dues are allocable to lobbying expenses and are therefore not deductible. Please visit shrm.org for the most up-to-date information.
• Your membership will not start until SHRM receives and processes your payment.

To view SHRM’s Privacy Policy, visit shrm.org/privacy.

* See student membership eligibility requirements at shrm.org/membership/students/guide

Member benefits and resources are subject to change.