

## **Agricultural Human Resource Management**

### **HR 1 : Human Resource Management and Organizations**

- Understanding Labor Management, Organizational Structure, Job Design
- Performance outcomes and culture

### **HR 2: Employment Laws**

- Federal and State
- Seasonal and Domestic Employees
- Sexual Harassment
- Laws specific to Cannabis

### **HR 3: Job Analysis**

- Functional Job Analysis, Knowledge, Skills, Abilities, Other Attributes, Behavioral Interview, Structured Questionnaire, and Scoring Guide.

### **HR 4: The Selection Process**

- Job Descriptions, job specifications, job design, internal and external recruiting, methods and cost of recruiting.

### **HR 5: Onboarding**

- Required Documentation
- Legal Forms and Obligations
- Safety workplace
- Financial Literacy Case Studies

### **HR 6: Compensation**

### **HR 7: Performance Evaluations**

- The Job Description, Employee Self-Review, Specificity, Structured Performance Reviews and Discrimination
- Financial Literacy Case Studies

### **HR 8: Training**

- Helping Workers Acquire Skills
- OSHA Training for Agriculture and food processing

**HR 9:        Firing and Separation**

- Termination
- Employee Turnover

**HR 10:        Documentation and Records Retention**