

### **Misericordia University SHRM Preparation Course Instructor**

- In-depth HR knowledge across SHRM's Body of Applied Skills and Knowledge
- Current certification: SHRM-CP or SHRM-SCP (required).
- Experience applying HR knowledge in real-world scenarios is highly beneficial.
- Instructional & Facilitation Skills
- Ability to break down complex concepts for adult learners.
- Experience with curriculum-based instruction, ideally using SHRM Learning System materials.
- Use of active learning techniques (discussion, case studies, role play).
- Familiarity with teaching in hybrid or online formats (if applicable).  
Strong lesson planning and time management.
- Comfort navigating and using SHRM Prep resources (learning system, instructor guides, etc.).
- Ability to track student progress and adjust instruction accordingly.
- Ability to build rapport with adult learners who may be working professionals.
- Providing constructive feedback and test-taking strategies.
- Comfortable leading group discussions and encouraging participation.
- Ability to help students navigate digital SHRM study tools and practice exams.
- Experience teaching/facilitating certification prep courses (SHRM or others like PHR/SPHR).
- Passion for professional development and workforce readiness.
- Background in adult education or training & development is a big plus.

Interested individuals please send your CV/resume to Paul Nardone at [Pnardone@misericordia.edu](mailto:Pnardone@misericordia.edu) or phone: 570-674-8130