

FAQs – New CHRP Competency Framework

1. What is the Competency Framework and why is it changing?

Human Resource professionals are taking on increased responsibilities, making significant leadership contributions and helping to drive business objectives forward in organizations across Canada. In response to the changing professional development needs of HR professionals, the Canadian Council of Human Resources Associations (CCHRA), is upgrading and unifying the qualifications that HR practitioners must meet in order to earn the Certified Human Resources Professional (CHRP) designation in Canada.

Until now, the CHRP designation has been granted based on mastery of a “body of knowledge” that was developed in 1997. The body of knowledge outlined the expertise, skills, abilities and attributes required of an effective HR professional, grouped into seven functional areas and 203 required professional capabilities. Mastery was demonstrated by passing the National Knowledge Exam (NKE) and an experience assessment.

In 2013, the CCHRA undertook a comprehensive analysis of the HR practice and the skills required in the field of HR today, called a professional practise analysis. The result was an updated Competency Framework that reflects the increased responsibilities being taken on by human resources practitioners in workplaces across Canada. This revised Competency Framework will be reflected in the National Knowledge Exam (NKE) and the experience assessment that CHRP candidates must pass to earn their designation. It will also form the basis of any future professional development coursework.

2. If the Competency Framework is changing, does this mean the whole CHRP designation is changing?

No, it does not. The process for qualifying and maintaining the CHRP remains the same. This Competency Framework updates the expertise, skills and abilities that are being assessed by the CHRP qualification program. All professional designations update their body of knowledge regularly in order to keep up with changing needs for their industry in the workplace.

Candidates vying to earn the CHRP designation will still need to write and pass the NKE and pass an experience validation process in order to qualify. They will also still be required to undertake continuous professional development each year.

3. How is the Competency Framework changing?

Whereas the original body of knowledge had 7 functional areas and 203 required professional capabilities, the updates Competency Framework (available at www.chrp.ca) contains 44 professional competencies grouped into **nine functional areas** of HR knowledge; this is two more functional areas than the previous body of knowledge:

- Strategy (new)
- Professional Practice
- Engagement
- Workforce Planning and Talent Management
- Employee and Labour Relations
- Total Rewards

- Learning and Development
- Health, Wellness, and Safe Workplace
- Human Resources Metrics, Reporting and Financial Management (new)

In addition, the updated framework outlines **five enabling competencies** that will also be required. These enabling competencies will be assessed through demonstration in the experience assessment. The five enabling competencies are:

- Strategic and Systems Thinking
- Professional and Ethical Practice
- Critical Problem-solving and Decision-making
- Change Management and Cultural Transformation
- Communication, Conflict Resolution and Relationship Management

4. Why is this updated Competency Framework important?

- CHRP's and candidates are now able to clearly understand and articulate the skills, knowledge and abilities that they are expected to acquire in order to earn and hold the designation
- Employers and the general public now have a detailed outline of the skills, knowledge and professional conduct they can expect from a holder of the CHRP designation.
- The academic community, including professors, instructors and curriculum design specialists now have an outline from which to develop post-secondary course curriculum and HR profession-specific programs in Canada

5. When will the new framework take effect?

The CHRP Competency Framework is available from August 11, 2014 at www.chrp.ca. The new list of competencies will be tested on the National Knowledge Exam starting in June 2015.

6. I plan to write the National Knowledge Exam (NKE) in November, 2014. What will I be tested on?

The November 2014 exam session will be the last NKE based on the existing body of knowledge. After that, all NKE's will be based on the updated Competency Framework.

7. How will the National Knowledge Exam (NKE) be different in 2015?

The number of questions on the NKE and the level of difficulty will remain the same. The primary difference is that some of the exam questions will be allocated to test the two new functional areas (Human Resources Metrics, Reporting and Financial Management and Strategy). In the current NKE, some of the seven functional knowledge areas are weighted more than others. The updated NKE will weigh each of the nine functional knowledge areas equally.

8. I have passed the NKE and am preparing to submit my experience assessment in 2014. How does this change affect me?

There is no change to you if you submit your experience assessment in 2014 using the current Validation of Experience form.

9. I have passed the NKE and am preparing to submit my experience assessment in 2015 or later. How does this change affect me?

There will be some changes to the Validation of Experience form, which will be available shortly. You should check back at www.chrp.ca for regular updates.

10. I have the CHRP designation. How does the change affect me?

The change will affect you primarily in the reporting of your Continuing Professional Development Log. The RPC reference numbers that you have used until now to identify your CPD activities, will be replaced with new competency codes. From January 1, 2015 onwards you will be required to reference the new competency codes when completing your Continuing Professional Development Log. Each activity listed in the log must correspond to at least one competency code. You will be permitted to reference either the existing Required Professional Capabilities (RPCs) or the Competency Codes from the updated Competency Framework until December 31, 2015.