

Build and develop HR skills and capabilities.



Specialized Training for HR Professionals

Build HR knowledge and skills with specialized courses from OPM's Federal HR Institute. Our comprehensive HR development program is the only one of its kind, establishing a single, standardized competency-based framework to support federal HR practitioners and improve government-wide HR workforce capabilities.

Our courses continuously develop HR specialists from entry- through senior-level positions, promoting individual growth while building organizational capacity and competence.

Proven Expertise and Partnerships

We build HR knowledge and skills across the federal government through extensive experience and expertise in HR policy, training and development, and government culture. Our partnerships with human capital leaders and HR experts helps create a dynamic and enriching curriculum that spans HR functional areas and experience levels.

Focused Solutions for Agencies

Improve employee performance and meet human capital goals with HR training programs that support individual and agency growth. Bring HR-focused training to your agency with help from our consultants who guide you through simplified government-to-government procurement options. Let's work together to build your HR workforce.



Training for individual employees

Engage with peers across government with courses that develop and hone skills in staffing, classification, and compensation.



Specialized training for groups

Build a powerful network of HR professionals across your organization while helping employees gain and refine skills needed to exceed.



Delegated Examining Certification

Validate skills in exercising delegated examining authority with our training and certification program for individuals and groups within agencies.

Programs of Study

Whether taken as an introduction or refresher, our courses are tailored to specialties and career levels – from early career through GS-15.

New HR Practitioners

Build a solid foundation in the most essential federal HR topics.

HR Foundations: Kickstart your federal career with foundational skills essential for new HR specialists in any functional area.

Staffing – Foundations: Learn about the federal hiring process and staffing functions, laws, and programs.

Mid-career HR Practitioners

Support your agency’s workforce planning efforts with three functional tracks recommended for HR Specialists with five years or less of federal HR experience:

Staffing – Technical: Learn how workforce planning and strategic recruiting initiatives impact your role in supporting your agency’s hiring processes.

Classification: Encourage uniformity and equity in the classification of positions.

Compensation: Understand techniques that support the prudent spending of employment funds.

Senior HR Practitioners

Help your agency directly align workforce requirements with strategic plans and goals through staffing tracks for HR Specialists and HR Assistants with five or more years of federal HR experience.

Staffing – Advisor: Support hiring managers in conducting workforce planning and strategic recruiting activities. These courses are for HR Team Leads.

Staffing – Strategic: Evaluate the effectiveness of staffing initiatives with data to make informed decisions. These courses are for HR supervisors, managers, and executives.

Why Choose OPM?

For over 50 years, OPM’s Center for Leadership Development has developed visionary leaders to transform government. Our programs, services, and technologies help transform people and organizations, focusing on contemporary challenges through the lens of government.

We are the only federal program uniquely designed and focused on providing individuals and agencies with a path to career and organizational success built upon OPM’s [Executive Core Qualifications](#) (ECQs) and competencies.

Learn how our innovative learning solutions transform today’s employees into tomorrow’s leaders at www.opm.gov/CLD.

Enroll Today >

www.opm.gov/FHRI

Questions?

202-418-4252

FHRI@opm.gov

DelegatedExamining@opm.gov

Delegated Examining Training and Certification

Delegated Examining (DE) authority is delegated by OPM to agencies to fill civil service jobs through a competitive process open to all U.S. citizens, including current federal employees. HR practitioners involved in Delegated Examining activities can validate their skills and knowledge through our certification program, which is typically completed in three phases:

1

Training Course*

Learn to successfully execute Delegated Examining activities with essential content and simulation.

[View schedule.](#)

2

On-the-Job Experience*

Apply what you learned in the training course for a recommended 90-day period.

3

Certification Assessment

Validate mastery with our proctored assessment that certifies you for three years.

*The Delegated Examining Training Course and on-the-job experience are not prerequisites for taking the assessment; however, both are highly recommended to support development of critical competencies and knowledge.