

# Employee Benefits Certificate Series

Your organization's investment in employee benefits can be staggering. While that investment pays off by helping recruit and retain employees, you must carefully implement, manage, and monitor to ensure that every dollar is spent wisely on effective and efficient benefit programs. Ever-changing and complex, the benefits arena is also a hotbed of regulation. This certificate series will build the skills you need to pull all of these pieces together. From program design to execution, the series addresses four critical areas over a total of three days. All sessions are led by experienced professionals and practitioners in the benefits field.

When you complete the entire series, you'll receive a certificate recognizing your achievement.



<b>CEUs:</b> 2 (19.5 hours)	<b>HRCI Credits:</b> 19.5 HR (General)	<b>SHRM:</b> 19.5 PDCs
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## Learning Options:

- Classroom training
- At your location

## Who Should Attend:

- Benefits administrators
- Specialists
- HR generalists
- Other HR professionals who have a role in benefit election, administration, evaluation, and/or renewals

## Learn. Grow. Succeed.

Delivery options include learning at MRA, at your location, or online. Contact MRA to explore how this program may be customized to your unique individual and team training needs.



[www.mranet.org](http://www.mranet.org)

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# Series Outline

Management looks to you to be knowledgeable about benefit selection and administration. It's vital to continuously improve your competence and your confidence, so you can effectively partner in the business of your organization. This series helps you do just that.

## This series will include:

- **Session 1: Employee Benefits: A to Z**  
Gain an in-depth understanding of benefit laws and regulations, plan options, administration, and reporting.
- **Session 2: Design and Funding of Benefit Plans**  
Review basic funding mechanisms, definitions and components of Section 125, FSAs, HRAs, and HSAs, and the role of wellness in strategic benefit design.
- **Session 3: 401(k) Plan Design and Administration**  
Examine the key elements required for design and administration of 401(k) plans.
- **Session 4: Benefit Communication Best Practices**  
Sell the value of benefits to your employees with a solid marketing plan, explore delivery methods and make current methods more effective, and turn employees into proactive benefits participants.

Courses are designed to be taken in order and are scheduled accordingly.

“ The information presented directly applies to my current position at my workplace. It will be helpful information our whole team can benefit from implementing! ”



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