CORE SERVICES

Practical HR operations that protect the business.

Core services bring structure, consistency and experienced support to the people work your organization manages every day.

HR partnership

- Dedicated HR executive and team
- A proven HR, talent and culture toolbox
- Management of current HR relationships

Compliance and records

- I 9, postings and required paperwork
- E Verify
- Handbook and HR policy development and maintenance
- Employee file structure, maintenance and record retention
- Leave management
- Workers compensation and unemployment claims management

Employee lifecycle

- Preboarding and new hire orientation
- Offboarding, including exit interviews
- Job description and success profile development and maintenance
- Standard operating procedures for HR and talent processes

Employee relations

- Employee relations management
- Manager guidance and documentation standards
- Practical support for performance, discipline and termination decisions

Core services can stand alone or create the operating foundation for broader strategic work.

PREMIUM SERVICES

Strategic capability for growth, change and complexity.

Premium services add focused expertise when the organization needs to strengthen talent, leadership, culture, systems or transformation.

Talent and workforce

- Interview process development, guides and training
- Stay interviews
- Full talent acquisition process management
- Competency library development
- Strategic workforce planning
- Talent management design and implementation
- Career pathing system development
- Talent risk assessment
- Talent strategy design
- Employer brand strategy development

Leadership, culture and organization

- Culture and core values development
- Organizational structure design
- Succession planning
- Leadership and management training plan design
- Leader development
- Senior team coaching
- Rewards and recognition program design
- Engagement survey administration, analysis and strategy
- Monthly professional development sessions
- Culture community online learning platform

Systems, rewards and transformation

- Benefit design and selection, including open enrollment
- Compensation benchmarking
- Compensation strategy development
- HR system review and selection
- Communication platform and rhythm design
- Onboarding plan design and implementation
- Change management
- Performance management program design and implementation
- Acquisition due diligence and integration
- Access to discounted Leadership Academy programs