

( The above pictures idea only need to be change to perhaps consulting people pics first or business theme)

HR Strategy | HR Operations | HR Projects | Business Solutions.

Our Vision: Build high performing HR Capital Talent and Solutions for local and global business leaders for current and future business needs.

Our Purpose is to provide HR Strategy, Hands on HR Operational Services and deliver timely Projects to develop, nurture talent and find the best solutions for global business leaders.

Our Strategy: To differentiate ourselves based on having a positive impact and providing an exceptional client care experience.

Service Offerings;

# Consult with Senior Leaders on critical business issues and find the best solutions.

# Work with the business to Build Strategies across, Employee Branding # Employee Engagement # Performance Management # Talent Management # Best Practices to accelerate business growth.

# Recommend solutions and tools to add structure to the Human Resources function to create employee engagement, positive communications and enable businesses to scale.

# Support business leaders in HR Projects aligned to business improvement and growth.

Human Resources Strategy, HR Operations and HR Projects

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| Version | Issue Date | Project |
| 1.0 | 2020 | Consultation with Business.  Sample Project Framework. |

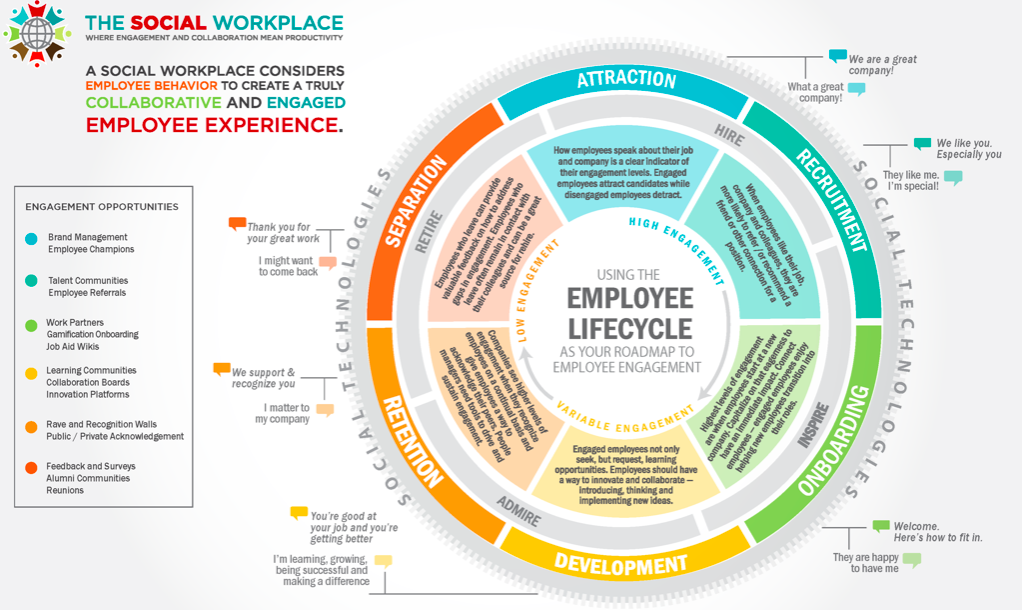
1. Project Scope

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Initial communication to understand current HR Framework in place or leverage from Regional/Global Head Office. Understanding the current HR Model in place and Assessment of current HR Practices across the HR Employee Lifecycle and key business strategies and goals currently in place.

The main areas of focus is an initial conversation regards to understanding of the current HR Landscape, current Model in Place, current practices, systems and policies across the organization.

1. Review and understand current HR Practices, culture, values and work environment. Style of business structure and leadership in place currently.
2. Current HR Model in place, current systems, practices across the Employee Lifecycle as aligned to Principles of Fair Employment Practices, TAFEP Guidelines and The Social Workplace Model as a reference model.
3. Key Business Goals, Strategy, Plans and Priorities current and the future.
4. Gain an understanding of current Employee Pulse and any Recent Surveys
5. Gain an understanding of current Safety Strategy that is in place with Covid-19, review policies to date.



“ Hire, Inspire, Retire” Approach Reference: Adopted from the Social Workplace Employee Life Cycle Model, Author: Elizabeth Luper.

1. Project Resources

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| Resources | Value Add Position | Years of Experience |
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1. Project Budget

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| Project Budget | Forecast Cost | | Real Cost | |
|  | $ | Time | $ | Time |
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1. Project Milestones Major Tasks

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| --- | --- | --- | --- | --- | --- |
| TASK NAME | ASSIGNED TO | START  DATE | END  DATE | DURATION  in days | STATUS |
| Project Assessment. | Rachael Fysh |  |  |  |  |

Initial Conversation, Collaboration with HR Leadership Team and Senior Management.

* Assessment of current HR Employee Lifecycle and current business goals in place
* HR Health Check in terms of current strategies in place, practices, processes and systems in place.
* How does the website look for attracting new employees ?
* Are there clear job specifications in place ?
* How developed is the Employee Handbook ?
* Current framework and policies in place ?
* Is there an employee referral program in place ?
* What is the level of sophistication across the HR Strategy ?
* What are the business key goals ?
* What are the business key priorities ?
* Which technology is in place for recruiting ?
* Is there Regular and Ongoing Performance Management ?
* Which technology is in place for learning and development ?
* What sort of engagement strategies are currently in place for employees ?
* Have any recent ‘ Employee Pulse surveys been conducted ?
* What was the result of the last ‘ Employee Survey ‘ in terms of NPS – Net Promoter Score, How satisfied where employees with working at the company ?
* What would management and the leadership team like help with ?

Human Resources, Leadership Team, Senior Management Perspective ?

* Feedback and open dialogue to the above questions.

1. Communication Plan

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Per weekly Team meetings each Friday on Zoom with Team Members for full Team Engagement to keep communications positive and open for WFH, remote workers and those back in the office.

6. Other Team Member Ideas.

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7. Emphasis on Quality and Best Practices.

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8. HR Analytics and Insights.

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Sample HR Metrics that are data driven and can be insightful for Business Performance and track performance, to gain insight and from this data build out Career Development Maps to help team members grow, build individual capabilities and competencies to drive engagement and accelerate business performance.

For Example: Employee Performance Metrics.

Work Quality metrics

Work Quantity metrics

Work Efficiency metrics

Organizational Performance Metrics

Work Quality – Employee Performance Metrics can be insightful for Managers.

Key to tracking how well employees are performing. We can use some various models here.

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| Management by Objective | Model aimed at improving performance of an organization by translating organizational goals into specific individual goals. Set between employee and management  Likert scale from 1- 5. Managers make the goals more tangible and performance reviews yield evidence and are data- driven. |
| Subjective appraisal by Manager | 9 Box Grid Model |
| Net Promoter Score (NPS) | Customer willingness to recommend and promote a current Company Brand. |

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| 360 Degree Feedback | Multi-view Perspective from peers, manager, customers feedback on Performance on specific areas of employees performance, skill level, and points of improvement. |
| 180 Degree Feedback | Employees Direct Colleagues. |

Some Tips for Best Practices for Talent Management

1. Set clear expectations and high organizational goals, follow through with job specifications and consultations so employees are on board with the business purpose and understand the goals they are working towards. Communication is really important to have a conversation across the goals the business is working towards/
2. Go beyond regular performance appraisals by building out career mapping, learning and development programs, regular management feedback and positive coaching.
3. Provide professional development opportunities and regular coffee or meeting catch ups to mentor your talent.
4. Measure and continuously improve Talent Management with Analytics and ongoing feedback and check ins.

*Question ‘ What skills need to be developed in order for the business to succeed and stand out in the crowd ‘’?*

# 1 Create the context – Business Goals and Strategy.

The whole workforce needs to understand and be on board with what the organization is focused on achieving. Align Manager, Team, Individual Goals to the companys’ vision, which helps to create context for projects and tasks at the department level, which gives employees context for there contribution. Review frequently, Business environments change quickly.

# 2 Go beyond the Performance Appraisal.

Regular performance appraisals provide a chance to review past achievements, current challenges and ongoing goals and skill development. Leaders to champion being positive mentors.

Performance Appraisal are a great opportunity to open the dialogue to discuss skill sets, career aspirations and development plans that address performance gaps.

To maximize Performance, Managers must provide mentoring, coaching and support on an ongoing basis. Employees need regular, quality feedback and catch up with specifics on how they can improve.

#3 Provide Professional Development Opportunities. Once Performance Gaps are identified, employees are aware and can work on what skills to develop in an effort to progress there Career.

Action plans needs to be followed through and the Manager needs to ensure buy in and a real commitment from Team Members to improve there Performance and a life long learning approach.

Create Readiness and Succession Planning – prepare and have internal candidates ready for key positions as they become vacant. Learning Management Systems, Mentoring, Coaching, to help grow employees and build talent pool – potential workers that can fill vacant roles as they come online.

# 4 Make use of Analytics to improve Talent Management.

Analyze HR Data to identify supply and demand trends, assess risks and uncover opportunities.

Use web based tools for collaboration and knowledge sharing.

The Performance Management and Learning and Development Platforms in Place in an organization is critical to employee engagement, its important for Management and employees to have this information accessible, to share information, review goals regularly and Team Members to work towards developing there skills and competencies.

9. Next Steps, Collaborate on Priorities, Build Out Strategic Initiatives.

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Build Out Strategic Initiatives based on open dialogue, feedback and Survey Data from the Business and Senior Leadership Team key priorities to start on the key projects required to lift and improve individual and business performance, being aware of the following considerations.

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| Business Goals and Vision, Context for a Successful Business Model |
| Employee Branding Strategy # Market Perception of the Employment Experience # Culture # Work Environment # Rewards # Wellness Solutions # Benefits |
| Recruitment Strategy |
| Onboarding Strategy |
| Employee Engagement, Performance Management, Talent Management Strategy |
| Retention and Recognition Program and Strategy |
| Retire Alumni Community |
| + Technology, across the life-cycle, systems in place to create efficiency, communications, and data driven HR Analytics. |