



5 Strategies To Strengthen Your HR Infrastructure

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5 Strategies To Strengthen Your HR Infrastructure: If The Bones Of Your HR Organization Are Weak, You May Need Some Added Support

Very strong companies can have weak HR organizations. That's because while those business owners have been taking care of business, human resources has had to take a back seat. At G&A Partners, a Professional Employer Organization (PEO) and HR outsourcing firm, we don't think that's wrong, we think it's inevitable. Over time, however, a fragile HR infrastructure can threaten a company's strength. G&A suggests implementing one or more simple strategies to reinforce your company's HR infrastructure, enhance its employee programs and augment its administrative services.

5 Strategies to Strengthen Your HR Infrastructure

- Attain HR Expertise
 - Initiate Performance Management
 - Implement HR Policies & Procedures
 - Understand Labor Law & Compliance
 - Develop Training Programs
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Attain HR Expertise

If you think you have a handle on HR, you may need to think again.

We don't want to scare you, but chances are pretty good that your company doesn't have as firm a grasp on human resources as you might think. Managing human resources in-house is a difficult task for any business, whether you have an internal team of 19 or a team of none. That's because, while internal HR professionals or business owners are trying to keep up with their employees' daily needs, it becomes nearly impossible for them to stay current on compliance issues, monitor legislative changes, or track relevant employment trends. And if you think that doesn't matter, consider this:

- More than 450 companies are hit with employment lawsuits every day, and those companies spend tens of thousands of dollars to defend themselves.

- The current administration is proposing more than a dozen new or changed labor laws and employment regulations. Without being well-versed in labor legislation, the minutia of such rule changes can be difficult to wade through, and even more difficult to adhere to, for any HR professional.

If your company doesn't have the resources on staff to manage these issues, consider partnering with a PEO or HR outsourcer. As the name implies, a PEO, or Professional Employer Organization, can deliver a turnkey service that includes both strategic as well as tactical HR and administrative support. Alternatively, under a Human Resource

"... ensure that they are engaged and committed contributors to your company."

Outsourcing (HRO) arrangement, an outsource provider can deliver a la carte HR services to support your in-house human resource staff.

When a company makes the choice to outsource all or part of its HR function to a Professional Employer Organization (PEO) or HR outsourcer, it suddenly has a team of experienced HR professionals at its disposal. Because these HR service providers are in the business of HR, they employ some of the best, most qualified professionals in the business, with advanced degrees and esteemed HR industry certifications, including PHR, SHPR, and GPHR. As dedicated resources to their clients, these HR experts can help manage tedious compliance issues, stay abreast of rapid-fire changes in employment law, and help implement the most effective, cost-saving and performance-building processes.

Initiate Professional Development and Performance Management

When you're building a high-performance company, you need to know how to drive your talent to perform.

If you're building a race car, a variety of design components could impact the car's performance, but how the driver manages the car on the track will ultimately dictate whether the car reaches its full potential. Building a high-performance company is not so different. Hiring top-notch talent is key to ensuring that you have the components necessary to perform at a high level, but business owners must also be able to manage that talent effectively if they hope to drive performance. A comprehensive suite of talent management services, including professional development and performance management, can help you direct and motivate your employees and ensure that they are engaged and committed contributors to your company.

- Orientation Programs – The first days of a new job can be difficult for you and your new hire. An effective orientation program enables new hires to get up-to-speed quickly on your company's processes and procedures so they can be productive from day one.

- Professional Development – Opportunities for professional development are crucial to employee satisfaction. Assess your employees' career development goals and provide access to proven training programs.
- Performance Management – Effectively managing performance can ensure that your employees receive the direction and feedback they need to contribute successfully to your organization. A PEO can work with you to build a performance management process that incorporates established evaluation methods with customized procedures specially designed to fit your company and its unique culture.
- Succession Planning & Promotion – Planning your next move is not only good for your business – it can also help to motivate your employees when there is a clear career path laid out for them. Think through your next moves to ensure your company and your employees stay on course.

Implement HR Policies & Procedures

Go on and ignore HR policies and procedures, but how long can you ignore the cost of not having them?

It's easy to downplay the importance of having proper HR policies and procedures in place for your business, but how long can you realistically ignore the cost of not having them? Not only are certain written policies required by law, but by setting policies and establishing procedures, you're also providing guidelines for your employees that can help to ensure they follow proven processes, take necessary safety measures, and adhere to certain ethical and quality standards.

Establishing proper HR procedures, and creating the following written manuals and policies around them, can be extremely beneficial to your business:

- Employee & Job Manuals
- Training & Safety Manuals
- Ethics & Values Statements
- Disciplinary Procedures
- Termination Processes

Without such guidelines in place, misdirection and mistakes can lead to expensive errors, employee injuries, or perhaps even expensive lawsuits and litigation. If you need some help, HR service providers are available to work with you to develop policies and tailor procedures that fit your company and can help you avoid costly missteps.

Understand Labor Law & Compliance

When the alphabet soup of labor laws becomes overwhelming, just remember three letters: PEO.

Just deciphering federal labor laws can be difficult – COBRA, HIPAA, FLSA, ADA, FMLA – so we understand how trying to comply with these and other laws can become downright overwhelming. If you're swimming in the alphabet soup of federal statutes and you feel like you're in over your head, consider partnering with a PEO.

A PEO's or HR outsourcers' experienced human resource professionals understand the nuances of federal and state labor laws, so they can help your company decode them and expertly execute procedural tasks surrounding government compliance. By proactively managing your labor law and compliance, you can rest assured that your employees are afforded the protection of federal laws, and that you are protected from the risk of non-compliance.

Develop Training Programs

If you want engaged employees, engage in a proven training program.

Employee satisfaction and engagement are critical to building and maintaining a strong performing company, and nothing is more fundamental to generating feelings of satisfaction and engagement than providing your employees opportunities for professional development. Training programs offer those developmental opportunities, but many companies don't have the time, expertise or budget to coordinate first-class, relevant instruction and learning programs.

Many HR service providers have a successful track record of designing and conducting proven training programs that can meet your company's organizational needs as well as the individual needs of your employees. So while your company is building the skilled workforce it needs for business success, your employees are gaining the skills they desire for their personal success. Proven training programs can address the following topics:

- Customer Service Training
- Team Building
- Sexual Harassment Awareness
- Workplace Diversity
- Age Discrimination
- FMLA Compliance

Conclusion

HR shouldn't have to take a back seat to your core business, but the time and resources it takes to manage HR effectively needn't compromise it either. Whether you need turnkey HR operations or merely supplemental support, HR service providers can provide the human resources and administrative support your company needs to administer to your employees' needs, from the time they're hired to the time they retire. At the end of the day, revitalizing your HR organization with experienced people and exceptional processes can ensure your company has what it needs to maintain its strength and retain its employees.

About G&A Partners

G&A Partners helps growing businesses by becoming their HR partner and helping them minimize costs, increase productivity and reduce risk. As experts in human resources, employee benefits, compliance, and payroll, G&A takes on integral HR and administrative functions and relieves business owners of these responsibilities so they can focus their time, talent and energy on growing their business.

For more information visit www.gnapartners.com/get-started or call today at: (888) 909-7920.

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