

The Performance Group

Retained HR Manager Service

Even businesses employing just 5 employees have to worry about HR - almost every employment law applies to you and the fines if you get it wrong don't get reduced because you are a small employer!

You need to recruit professionally ensuring that the process you use does not discriminate and break the law; you'll need contracts that as a minimum meet statutory regulations; a few policies and procedures will help establish the boundaries and give you much greater scope to manage your employees professionally and fairly, whilst ensuring that you are protecting your business from the ever increasing raft of employment legislation and responsibilities.

And of course, as all good employers know, the success of your business will be achieved through the people you employ. Therefore, you'll need to consider appraisals and performance reviews; there will be training and development needs; whilst pay and benefits will help retain the good ones and performance management and discipline will deal with the minority who aren't!

But how will you deal with all this without the skills of a professional when it is clear that you don't need a full time HR Manager?

The **Retained HR Manager** service from **HR Performance** is your answer!

Here's How it Works

You decide how much support your organisation needs – most clients contract for 1 day per month with a minimum contract of 12 days. You introduce me - a strategic HR Manager with over 25 years experience of top level human resources – to your employees as your organisations HR Manager.

As scheduled and agreed with you I come into your offices and spend the day working on your HR issues. This can be the writing of contracts of employment, planning recruitment, developing appraisal systems, producing policies and procedures, delivering training sessions, supporting performance management, overseeing grievances and any more of the 101 HR issues that every employer faces every day

You can even use this retainer to support and develop a junior employee who you want to take responsibility for HR administration. I'll be there to give guidance to your line managers, helping them to become more skilled and effective; always seeking to make them self sufficient so you can reduce the reliance on my support for everyday issues.

In short, if it's HR, give it to me and it'll be managed to the highest levels. In addition, your employees have access to their HR Manager to answer their questions and support them as agreed with you. Your line managers; senior executives and board of directors or trustees get the support of a strategic HR Manager and you can relax knowing that your HR processes are being proactively managed and you can concentrate on growing your business.

Support Every Day of the Week

So, what do you do about human resource issues on the days I am not there? When issues arise you have daily access to your **Retained HR Manager** by telephone to support and guide you – and this telephone support is included in your retainer at no extra cost – so you'll know you are always doing the right thing when those day to day HR challenges are encountered.

....and all of this for £475.00 per day!

Stop worrying about HR! Telephone Jim on 0845 880 2255 and let HR Performance do that for you!