

Great Human Resources

The background features a dark blue gradient on the left, transitioning into a bright, glowing blue tunnel-like structure on the right. The tunnel is formed by numerous thin, curved lines that create a sense of depth and movement, leading the eye towards the right side of the frame.

Philosophy – What do you believe?

- Start with what is fair? What is the right thing?
- How would I want to be treated?
- Job One for supervisors is helping people who work with them be successful
- Out to change the world
- HR laws are complicated – Ask someone!
- Human decisions are critical. People determine the performance of the organization.

First Things First

- Have a personnel policy!
- If you have one when was it last reviewed?
- How are you sharing the policies with staff?

HR Information

- The Internet
- Colorado Nonprofit Association -
www.coloradononprofits.org
- Mountain States Employer Council -
www.MSEC.org

Elements of Human Resource Management

- Assessing Needs
- Recruitment and Hiring
- Onboarding new staff
- Retention and Recognition
- Compensation
- Addressing performance issues
- Succession planning

What does your organization need?

- Start with mission – what are you up to?
- Financial resources
- Structure
- Pause when someone leaves
- Complement strengths and weaknesses of the team

Hiring

- Pay now or Pay later
- What is the job? What does person need to know how to do?

Hiring

- Recruitment - Best strategies
- Don't settle!

Hiring

- Who gets an interview? Why?

Maleficent

A land far away...

Qualifications Summary

Striking fear into the hearts of millions, strong analytical skills, experience managing large staff (underlings), expert grudge-holding, accessorizing (especially with evil objects), patience while waiting for projects (plots) to come to fruition.

Work Experience

Evil Sorceress, Crashed parties with flair, leading (evil) armies into battle, turned into a dragon in an attempt to ensure project's success.

Skills

Shapeshifting

Talking to animals

Unpleasantness

Public speaking

Hiring

- Set up interviews to demonstrate the skills you need

Know and Follow the Law!

Onboarding

- Get off on the right foot!
- Have a written orientation plan
- Beginning of setting clear expectations
- How does the work further the mission?

Retention

Retention

- Be clear about the job duties and your expectations!

Retention

- Provide individualized amount of support
- Appreciate people in a personal way

Retention

- Offer training opportunities
- Be competitive with wage and benefits
- Do regular performance reviews
- Address performance issues in the team

Addressing performance issues

- Why is it soooo hard?
- Can't address a problem you don't understand
- Care with Candor Conversations
- Document!

Changes in regulations for “white collar” employee exemption

- Current salary requirement is \$11.38/hr. along with other tests
- Proposed salary requirement is \$23.02/hr. along with other tests
- Expecting change to happen in June of 2016
- Could have a big impact and require more employees to be paid overtime.

**Independent Contractors?
Be Cautious**

In Kind additions to salary

Insurances you should have:

Professional Liability
Directors and Officers
Workers Compensation
Property

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