

HR Start Up

Our top-tier HR services are tailored to the unique needs of nonprofits, and we're here to help you thrive as your organization advances to the next level. Our HR experts identify the best HR technology to support your strategic growth and will project manage implementation. Let us handle the HR details and set up your HR department and processes, so you can focus on your mission. The HR start up process takes 4 - 6 months.

We offer two types of services: **Basic** and **Advanced**.

	Basic	Advanced
 <p>Interview key personnel to understand the current and future state of employee benefits.</p> <p>Perform a needs assessment to outline required features of HR technology.</p>	✓	✓
 <p>Evaluate marketplace for available HR technology and its costs.</p> <p>Identify 2 - 3 HR technology options that fulfill your needs.</p>	✓	✓
 <p>Present findings and HR technology options to management. Assist in selecting HR technology.</p> <p>Implement new HR technology. Train administrators and users.</p>	✓	✓
 <p>Recommend and obtain dental, medical, and vision insurance and retirement plan proposals and secure contracts.</p> <p>Benefits set up and enrollment assistance</p>	✓	✓
 <p>Payroll set up, including registration for withholding, disability, workers compensation, unemployment, Paid Family Leave.</p>	✓	✓
 <p>Develop a strategy plan that will guide organization through change management, project management, and communications.</p>		✓
 <p>Hiring and on-boarding staff.</p> <p>Electronic personnel file set up.</p>		✓

