



Do you have access to the training and education you need to stay current with Labor Laws?

Do you have someone onsite that you can trust to support you when HR challenges arise?

Are you willing to accept the risk of not knowing or making the wrong decision?

The Human Resource USA has designed the **HR Development Series** to provide personalized support and enhance the knowledge level of current management that perform and participate in Human Resource decisions and activities. By providing easy access matched with personalized attention management members and HR Representatives will be able to confront those pressing HR challenges with an expert focused on their specific needs. This goes beyond the call center or dial in support team. We're real people with decades of HR experience that will meet you face to face, shoulder to shoulder, supporting you in your specific office and work environment.

Package 1. The HR Master's Program

By participating in the **HR Master's Program** you will receive a full review of your core HR practices, participation in **The HR Academy** as well as have access to up to 12 hours of personalized consultation with a Principal Consultant or HR Advisor. This is time for you and your team to discuss current issues or potential concerns. What best practices you should be using or what the current trends are in the market. It's your time so it's up to you how to use it.

The **HR Master's Program** also includes **The Guardian Program**, monthly face to face conversations on the current updates and changes in Labor Laws and employment practices. It can include discussions on a variety of forms and/or posters to strengthen your understanding on how to use and when to apply these documents. *It also includes Harassment Training for the entire team.* Forms or posters will be provided if you are not currently using them.

Package 2. The HR Partner Package

This package builds on The Fundamental Compliance Package and takes you to the next level of growth for you and your team. We add participation in **The HR Academy**. Interactive and engaging sessions on the current HR topics and changing guidelines that effect you and your team's ability to manage every day. These programs are designed for webex or onsite attendance.

We also offer 5 hours of consulting services per year. These are 5 hours of "face to face" consulting time with a Principal Consultant or HR Advisor. Sit down with an expert and allow us to partner with you and your team as you experience the challenges of managing your workforce.

Package 3 The Fundamental Compliance Audit..... *this package is for your peace of mind*

Are you compliant? If not, what needs to change?

By reviewing your core HR practices we'll teach you the standards set by the Department of Labor, IRS, Homeland Security and the National Labor Relations Board to name a few. We provide the forms, checklists and policies to help you maintain compliant practices.

This package includes:

- Personnel File Audit
- Fair Labor Standards Audit
- Updated Labor Law Posters
- Handbook Audit
- I-9 Audit
- Employee Notifications Audit

Package 4 The Alliance

We created this program for the “*what if's*”. **The Alliance** provides you with those on-going one-to-one conversations both monthly but also as the need arises. You have access to 12 hours of consulting services on top of *The Guardian Program*. It is like having your own personal HR expert on staff for a fraction of the cost.

To summarize, **The HR Development Series** is like no other program available. Our team focuses on bringing you the support and one-on-one guidance that no other consulting firm or call center offers. Whether you're a veteran HR professional or just someone fulfilling the HR role, this program has something for everyone, and with a team who cares about your success.

Why settle for a voice on the phone from someone you've never met?

Why only get part of the solution when we offer you the complete package?

Speak to a representative about becoming a participant in the **HR Development Series** today.

info@thehumanresourceusa.com

513.759.6932



Guardian Program

Employment and
Labor Laws are
changing at the
speed of light.

info@thehumanresourceusa.com

How do you know when something changes in Human Resources?

If COVID-19 has taught us anything, it has taught us that change is inevitable.

So Stop trying to read all the numerous e-mail announcements, the 52-page Toolkits and the 24 page updates. You have other things your employees need you to do.

You now have access to **The Guardian** Program to keep you compliant with Employment and Labor Law changes.

We prepare you with all the information and insight on current and pending legislation and how these potential changes may affect your company. We take the personal approach, so you receive a monthly phone call or face to face visit to review current changes. We will talk you through and help you understand how to implement the best approach for your team.

PLUS... We provide training on Harassment and Bullying in the Workplace for your entire team.

Imagine what this past year would have been like if you had **The Guardian** walking you through all the changing rules and legislation around employment laws and COVID-19.

Let **The Guardian** program protect you and your company.
For more information, contact us at info@thehumanresourceusa.com
or call us at 513.759.6932.



THE HUMAN RESOURCE USA, LLC
Policies, Processes, and Programs