



Human Resources Services through CAMEO's Shared Services Center

<u>Services</u>	<u>Services</u>
<u>HR Assessment</u> <ul style="list-style-type: none">• Assessment of current policies, internal processes and procedures and written assessment report.	<u>Group Trainings on Topics Such As:</u> <ul style="list-style-type: none">• Disciplinary actions• Employee recruitment & retention• Leadership coaching & professional development• Building highly effective teams<ul style="list-style-type: none">• Streamlining and optimizing staffing efficiencies• Compensation analysis• CA-mandated trainings (i.e harrassment prevention, Workplace Violence/Injury and Illness Prevention Program, etc.)• Customized trainings
<u>Advising Services on HR Topics Such As:</u> <ul style="list-style-type: none">• Employee handbook creation & or updating• Compensation benchmarking & analysis• Transition & succession planning• Employee recruitment and hiring• Employment onboarding & offboarding• Job architecture & performance• Assessment of onboarding & offboarding processes• Employee retention• Training & development (i.e middle management, performance management, executive leadership development)• Workplace health, safety & wellness• Employee relations & administrative support• Organizational strategy• Performance management processes and best practices• Legal & regulatory compliance (local, state and federal)• Benefits administration & coordination• Personnel file automation	<p>Organizations can customize and determine the number hours of support needed.</p>
	<p>Have questions? Please reach out to Adriana Williams at awilliams@cameonetwork.org.</p>