

# hrAnnual Review

## Benefits

- Dedicate time working on your business, focused on the key profit driver – people and management
- Human resource management is on track, ensuring compliance and a high performance team
- Key issues, concerns and opportunities are addressed and tangible actions for the year ahead are developed
- Enhanced professionalism of your human resource management
- Support with implementation of actions

Allocating time each year to strategically review the status of your human resource management and future needs



The hrAnnual Review is for farm businesses who would like to assess where they are placed now and develop a strategy for where they want to go, regarding their HR management, for the year ahead. It's the first step in taking a proactive approach to ongoing, best practice human resource management.

A consultant will chair a half day meeting, with you and your team of business partners/members, to review your existing HR strategy, discuss challenges and opportunities and develop an action plan to achieve your HR goals for the coming 12 months.

## Why work with Rural Directions?

We have a proven track record in helping clients develop their HR management. Our whole of business approach ensures that technical, production and management attributes are considered as we work with you.

We offer a professional, independent, innovative approach and a genuine desire to help our clients achieve their goals.

We are based regionally, in South Australia and New South Wales, and deliver our services nationally. Our consultants are based at Clare, Dubbo, Freeling, Loxton and Naracoorte.

## Features

The hrAnnual Review provides you with a half day meeting to evaluate your current HR strategy and systems you have in place. We will work through an agenda with you and will cover existing issues and opportunities.

As part of the meeting, we will also work through hrStatus. Our custom designed hrStatus process is used to highlight areas of strength and opportunities for improvement or development, and has been designed to help with prioritising areas of focus.

Following the meeting, your consultant will provide recommendations via a summary report, including a tangible action plan of agreed next steps.

Your consultant will check in with you once per quarter, for an hour, to provide basic follow up support and maintain momentum. This will be via phone/video conference.

You will receive:

- Pre meeting materials, such as an agreed agenda, to allow preparation
- Half day meeting, chaired by an independent consultant
- Delivery of hrStatus, to assess progress against each standard and prioritise key areas for follow up
- Provision of meeting notes, recommendations and agreed action list
- 3 x 1 hour follow up coaching sessions, via phone or video call, to discuss progress and support implementation of the action plan. The first session will be held within three months of the meeting, and each quarter following, for up to three sessions.

If you require additional support following hrAnnual Review, add hrCoaching. hrCoaching will fast track implementation.

## hrStatus

hrStatus is a tool available to hrAnnual Review and hrInner Circle clients which outlines 12 key HR Management areas. Within each key area, standards are listed as identified by Rural Directions as important. Some of the standards are compliance related, others are associated as best practice HR Management. This tool will show you where to start by prioritising the key areas for follow up. hrStatus covers the following key areas:

1. Clear organisation structure
2. Recruitment process
3. Remuneration packages
4. Working with contractors
5. Induction processes
6. Record keeping
7. Developing staff
8. Performance management
9. Employee completion process
10. Leadership and management
11. Management succession
12. WHS compliance

For more information or to discuss how this service can assist your business, contact us on 08 8841 4500 or visit [www.ruraldirections.com](http://www.ruraldirections.com)

