

8 HR Strategies to Rev Up your Growth!

Having worked in corporate HR for many years with a company recognized in the Top 100 Employers in Canada, best practices came naturally and were part of our culture and heritage. As employees, we knew what was expected, where to go for information, where to find support, how we would be recognized for our efforts, what options there were in the company for advancement and what would happen when things weren't working out. It always worked.

As individuals, we all find comfort in knowing what's expected of us, the rewards, and the consequences.

Fast forward to having my own HR firm supporting growth-minded people-centric business owners. You have a welcoming, family-friendly environment. It is a must, I understand, and I applaud that. However, to obtain the growth you want with ease, you must have an HR structure in place to protect your evolving company, set clear guidelines, increase productivity and employee engagement.

Follow these critical 8 steps, and you will be ready for dynamic growth.

1. Have an **employment agreement** professionally created for every employee. *No exceptions.*
2. Create an **HR handbook with policies & procedures** that support a productive and engaged workforce. *An excellent HR handbook will solve issues that have not even occurred yet! I promise.*
3. Develop a **job description** for each role that helps you and your employees know what's expected of them. *Good performance and retention are dependent upon this.*
4. Take the time to **hire right**, including developing proper interviewing criteria, employment agreements and orientation. *Hire right, not necessarily fast! Do this really well.*
5. **Manage performance** (expectations) effectively and regularly, so your stars know they are stars and your team members that need support get it before trouble occurs. *If you don't tell and recognize your stars, they will leave. If you ignore employees who are not performing, it will become a nightmare.*
6. Create **rewards and recognition** knowing what's meaningful, affordable and sustainable. *This is my favourite part! You don't have to pay the most to get the best. Communication and culture is key.*
7. **Manage stress-related illness and absenteeism** effectively; early intervention is critical. *Life is complicated. Excellent policies and job expectations will help with this.*
8. **Know termination best practices**; it's the toughest business decision you may have to make, but it is also essential to know the signs of when it's time for a change. *It's in everyone's best interest. This can be tough; get help when needed.*

By creating a solid HR foundation, your business will be ready to grow and be responsive to changing business needs.

If this resonates with you, let's have a chat. [Link to Lotte's calendar](#) to see if it's time to add an HR structure.

Take care,

Lotte