

OUR SERVICE PROCESS

- 1. Identify your biz challenges, needs, and goals
- 2. Audit your staff & operations
- 3. Identify areas of opportunity
- 4. Develop a plan to help you overcome challenges & achieve goals
- 5. Help you manage new implementations and changes

OUR SECRET SAUCE: Development Plans

Your biz has challenges for 1 or 3 reasons:

- 1. Holes or gaps in your operations
- 2. Clogs or jams in your operations
- 3. Something you need to stop or start doing

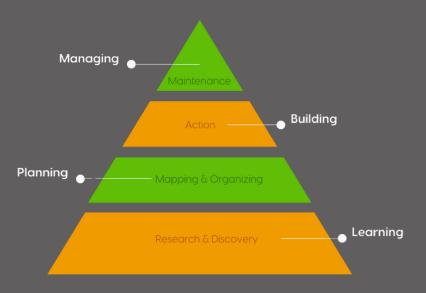
We follow a gradual development process to identify those reasons & create long-lasting solutions for CEOs:

Learning

First, we gather all the data we can to assess your biz needs & capture any patterns that will help reveal vulnerabilities or vacancies in your operations. (Discovery)

Once revealed, we move on to research & collect relevant information to tailor solutions to your unique biz needs. (Research)

THE FOUR PHASES OF DEVELOPMENT



A CEOS PASSAGE TO STRATEGY

Planning

We create actions steps & prioritize them to map out the strategies for your plan into a productive timeline with deadlines. (Mapping & Organizing)

Building

This is where we take action on your plan. All data has been collected, strategies have been developed, and steps have been ordered and outlined. It's time to execute! (Building)

<u>Managing</u>

"CEOs this is where you breathe! You did it!" Operations have been reinforced, streamlined, and resolved of any vulnerabilities or vacancies. You can start to feel the relief of a smoothly ran operation and productive team. We will help you manage and sustain this new system, and even scale it once it starts producing more for your biz! (Maintenance)



OUR BIZ SOLUTIONS ARE ONE LEEP AWAY"

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INTRO TO SERVICES

YOUR BIZ CHALLENGES

- Burnt Out & Overwhelmed From Workloads
- Not Getting Enough Work Done On-time
- Missing Deadlines
- Not Happy with Staffs' Job Performance
- Can't Retain Staff/ You Have High Turnover
- Uncertain of How to Train New Hires
- There's Too Much Work for Current Staff

SOLUTIONS

- Track Employees' Job Performance
- Review Operational Processes & Workflows
- Develop a Workload Planning Strategy
- Rewrite Job Descriptions
- Rename Job Tittles
- Create Staffing & Training Programs
- Create Performance Management Program

BARRIERS

- Underperforming Team Members
- Poor Management Practices
- Lack of Strategy or **Knowledge**
- Insufficient Management Practices

OUR SERVICES

- Workforce Planning & Staffing Strategy
- Recruiting & Training
- Performance Management Coaching
- Talent Development
- Operational Development
- Organizational Development
- Employee Relations & Retention Planning

BENEFITS

- Hire the Right People For the Job
- Teach New Hires Effectively On Your First Attempt
- Work With Reliable **Super Teams**
- Have Full Control of Operations with Streamlined Systems & Routines
- Grow With Your Business & Stay Ahead

THE GOAL

Develop effective teams and productive work environments that complete more work in less time.



BREAKDOWN OF SERVICES

WORKFORCE PLANNING

- Staffing Design
- Job Role Outlines & Descriptions
- Org Charts
- Compensation Research
- Payroll Budgeting

RECRUITING

- Job Ad Posting Strategy & Budgeting
- Timeline & Deadline Scheduling
- Interview Structure & Process Strategy
- Selection Method Strategy

TRAINING DESIGN

- Learning Styles & Training Method Strategy
- Training Material Design
- Training Schedules & Itineraries
- Training Assessment Strategy
- Testing Period Scheduling

TALENT DEVELOPMENT

- Staff Deployment Strategy
- Career Development Strategy
- Leadership Development

PERFORMANCE MANAGEMENT STRATEGY

- Performance Measurement Outlines
- Key Performance Indicator Utilization
- Performance Metric Guideline DocumentsPerformance Reports and Tracking Systems
- 1-on-1 Meeting Structures & Strategy
- Disciplinary Process & Reward System

WORKLOAD MANAGEMENT STRATEGY

- Workload Planning Strategy
- Team Scheduling & Assignment Guides
- Time Management & Planning
- Productivity Tracking & Monitoring

ORGANIZATIONAL DEVELOPMENT

- Strategic Planning & Development
- Process Improvement
- Change Management Coaching

EMPLOYEE RETENTION

- Employe Relations
- Retention Programs
- Workplace Climate & Culture

CUSTOM PRODUCTS

EMPLOYEE PROGRAMS

- Staffing
- Training
- Performance Management
- Talent Development
- Employee Retention

DESCRIPTION

Custom programs created for businesses to implement with their teams. Most CEOs don't have playbooks in place for staffing, training, and other employee management processes. We create custom systems for you to confidently manage your teams where you need it the most.

SERVICE OUTLINE + BRAND PURPOSE

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FREE INQUIRY



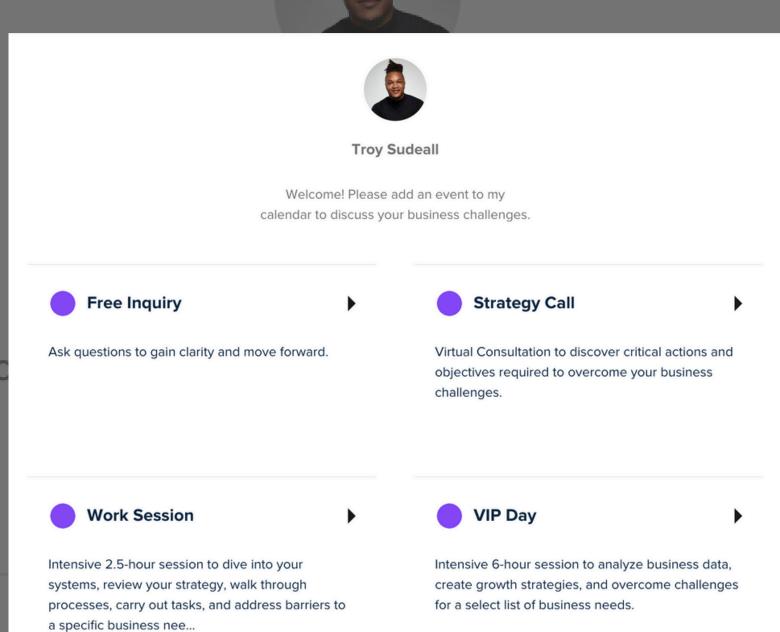
SCHEDULE A CALL TODAY!

"YOU DESERVE ANSWERS!"

LEEPHR.COM







and move forward.

Virtual Consultation to di objectives required to ov challenges.

Strategy Call