

# HUMAN RESOURCES

Finding, managing and developing your staff



**Community Business  
Australia**

# HUMAN RESOURCES



**Human Resources can be a complex area for many organisations. Structuring and designing an organisation's workforce with job descriptions and pairing that up with the ideal candidate who fits the culture and has the adequate skills, can make or break an organisation.**

Developing capabilities, resourcing and expertise in all elements of HR is a luxury for many organisations. Our approach is to work with you whether it is to seek out the right person for your organisation, develop the HR policy framework, develop and implement workforce plans or assist with a difficult staffing matter.

We can help develop job descriptions and policy frameworks to find people with the skills and experience to take an organisation forward.

Whether recruiting for ad-hoc or regular work, overseeing training and development programs, or implementing performance appraisal systems, our human resources experts will help you find, manage and take care of your people.

#### **We can assist you with**

- Senior staff recruitment
- Cultural surveys and audits
- Organisational structure reviews and designs
- Coaching and mentoring of senior staff
- Performance reviews and appraisals
- Workforce planning



*Community Business Australia HR Consultant Ingrid Kemp has worked with Micah Projects on a broad range of HR matters for a number of years. Ingrid's advice and guidance is invaluable particularly in difficult HR matters.*

*Recently Ingrid acted as our HR Manager for a six month maternity leave placement, in which time she ensured a continuity of support for our managers and staff.*

**Karyn Walsh**  
CEO  
Micah Projects

**MICAH PROJECTS INC**



Breaking Social Isolation  
Building Community



#### **Human Resources Consultant** **Ingrid Kemp**

Ingrid has specialised in recruitment, appraisal, performance management, training, and senior staff coaching for over ten years. She works closely with board members and chief executives to deliver appropriate solutions and help organisations manage complex periods of change. A thorough understanding of business practices and stakeholder engagement, plus the know-how to develop organisational policies and procedures allows Ingrid to provide deliver outstanding results for clients across the board.

#### **Grow your organisation**

Email [patrick@cbanow.com.au](mailto:patrick@cbanow.com.au)

Phone 07 3368 2575

[www.cbanow.com.au](http://www.cbanow.com.au)



**Community Business**  
Australia