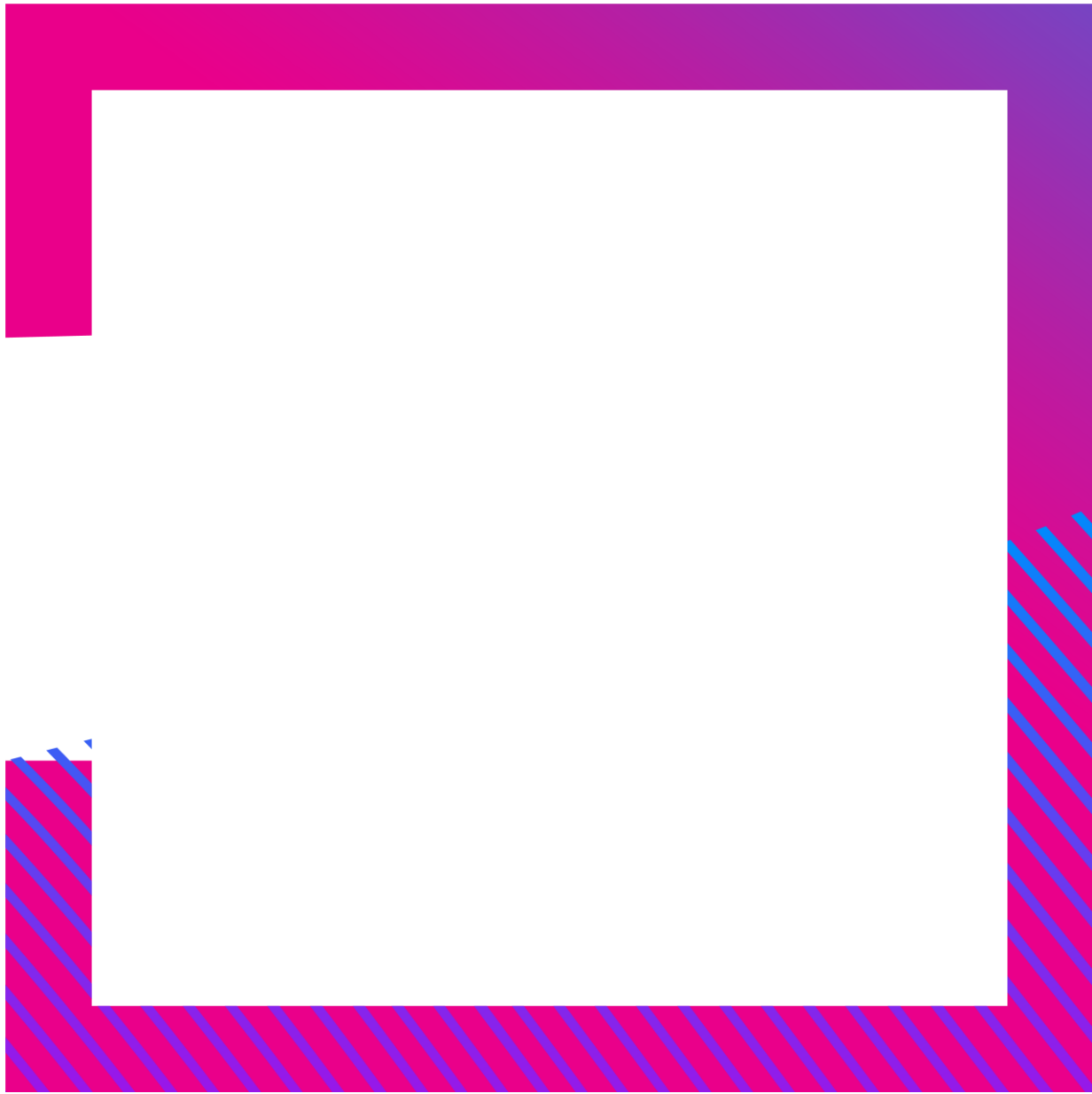




Session 9

SIDESTEPPING HR TROUBLES

Charlotte Fenton, Source



Current employment landscape

- Increasingly fluid job market
- Stalwarts often remain
- Challenge becomes moving on managing suboptimal employees



Tip 1: Be clear about the plan

- Know what recourse exists
- Devise a plan
- Be prepared to be adaptable, if needed
- Seek advice early



Tip 2: Probationary periods

- Use them where possible
- Be mindful that employees still have some redress



Tip 3: Manage poor performance

- Start performance management early
- Build into performance reviews/appraisals



Tip 4: Give warnings

- Don't be afraid to give warnings for misconduct
- Make sure warnings indicate termination could occur should further misconduct arise



Tip 5: Keep notes

- Keep notes
- Make sure personnel files are up to date



Tip 6: Provide valid reasons

- Make sure the reason is a valid reason
- Provide as part of disciplinary and termination processes



Tip 7: Follow EAs, policies and procedures

- Be mindful of your organization's policies and procedures
- Review policies and procedures to ensure there is sufficient flexibility



Tip 8: Remedies

- More often than not, if an employee brings a claim against an employer, it will be settled
- The longer the dispute process, the more money the employee will want/need

