



SWS Core Services

Organization-Wide, Critical, and Time-Sensitive Initiatives

- Strategic Planning
- Change Initiatives, including Diversity & Inclusion
- Leadership Development and Continuity (Succession Planning)
- Organizational Studies/Surveys
- Board Planning Retreats
- Outplacement Services

Human Resource Technical Assistance

- HR Audits/Assessments
- Basic HR Compliance (i.e. FLSA classification evaluations)
- HR Policies, Practices, Guidelines, and Documents (recruitment, screening/selection, hiring, orientation, performance evaluation, discipline, termination)
- Supervisory Resource Manuals
- Base and Incentive Compensation Programs
- Affirmative Action plans for Government Contractors

Talent Management

- Assessment Instruments/Profiles
- Performance Management (including evaluation tools)
- Executive, Supervisory, and HR Coaching
- Training Programs (management topics, leadership topics, supervision, HR topics, team building, customer service, diversity & inclusion, communications, harassment/bullying prevention)
- Conflict Resolution/Mediation (within units, between units, supervisory)
- Employee Relations/Communications, including Diversity & Inclusion

Professional Support for HR Administration

- Customized Professional Assistance for Routine HR Functions/Activities
- Full Range of Pre-Employment Screening, including Drug Testing