

# UNLOCK HR SUCCESS IN 2024: ENSURE LEGAL COMPLIANCE WITH OUR HR SOLUTIONS

## WHAT'S INCLUDED IN OUR OFFER:

### Fully Customised Employment Contract:

Our HR experts will provide you with a meticulously tailored Employment Contract that ensures legal compliance and aligns with your organisation's specific requirements.

### Comprehensive Employee Handbook:

Stay ahead of employment legislation with a detailed Employee Handbook, specifically tailored to your unique organisation.

### Personal Consultation Meeting:

Benefit from an in-depth, one-hour online consultation with a senior HR and Employment Law Consultant. We'll work with you to ensure your documentation aligns perfectly with your organisation's needs.

### Bespoke Video Guidance:

Receive personalised guidance on rolling out your contract and handbook to your workforce via a customised video recording from our HR experts.



## THE BENEFITS OF OUR OFFER:

### Legal Protection:

Minimise legal risks and protect your organisation from costly disputes and penalties.

### Clarity for Employees:

Provide your team with clear guidelines and expectations, fostering a harmonious work environment.

### Attract and Retain Top Talent:

Become an employer of choice, a key factor in attracting and retaining the best talent in your industry. Our bespoke documentation enhances your workplace culture.

### Stay Ahead of the Curve:

Keep your HR department fully prepared for the challenges of 2024 and beyond with up-to-date employment contracts and handbooks.

### Pricing:

**Euro Offer Price:** €995 ex Vat  
(Normal Price €1415 ex Vat) – Save 30% - Sterling Offer Price: £850 ex Vat  
(Normal Price €1220 ex Vat) – Save 30%

Pay only 50% upfront. The remainder is due upon completion of your customised documents.

# STRATEGIES FOR BUILDING AND MANAGING HIGH-PERFORMING TEAMS



Managing high-performing teams is vital to long-term organisational success. These teams, characterised by their productivity, efficiency, and innovation, are the engines that drive companies forward and overcome the complexities of a modern, fast-paced world. But what truly defines a high-performance team, and how can one be cultivated and maintained?

**HR** Team, the fastest growing HR consultancy service operating across Northern Ireland and the UK, presents a webinar on "Managing High-Performance Teams". This session promises to unpack the essence of such teams, offering insights into their essential traits, leadership techniques, and strategies for enhancing team dynamics and collaboration.

## Understanding High-Performance Teams: A Core HR Topic

High-performance teams are more than just employees working together on tasks. They are cohesive units that consistently achieve superior results through diverse skills, clear communication, and a shared vision. These teams operate with high levels of collaboration and trust, leveraging each member's strengths to accomplish common goals. Key characteristics include a deep commitment, adaptability to change, and a relentless pursuit of excellence.

From a HR perspective, understanding and fostering high-performance teams is critical. HR professionals are pivotal in shaping the environment and processes that allow these teams to thrive. This involves strategic hiring to ensure cultural and skill-based fit, designing training programs for continuous skill advancement, and creating recognition systems that celebrate team achievements. Additionally, HR fosters a culture that encourages open communication, collaboration, and mutual respect—foundational to high-performing teams.

Addressing high-performance teams enhances productivity and builds a resilient organisational culture that can navigate challenges and capitalise on opportunities. For HR, this focus aligns with the broader goals of talent management, leadership development, and organisational success, making it a core topic within the field.

## Hire the Right Talent

The genesis of a high-performing team is in its composition. It is critical to hire individuals who possess the requisite skills and align with the company's culture and values. Look beyond the application to evaluate a candidate's collaboration, adaptability, and communication potential. A meticulous hiring process is the first step towards assembling a team that exceeds expectations.

## Set Clear Expectations

For a team to thrive, its goals and objectives must be crystal clear. This clarity is achieved by setting explicit expectations regarding roles, responsibilities, and performance metrics. Such a definition helps each member understand their part in the broader mission, ensuring the team's efforts are cohesive and directed towards a common goal.

## Encourage Communication and Collaboration

High-performing teams are distinguished by their ability to effectively communicate and work collaboratively. Fostering an environment that encourages open dialogue, idea-sharing, and constructive feedback can significantly enhance team dynamics. Teams can develop a more profound sense of trust and unity through team-building exercises and cross-functional projects.

## Foster a Positive Work Environment

The workplace atmosphere plays a pivotal role in team performance. Cultivating a positive work environment characterised by mutual respect, trust, and support can dramatically impact a team's morale and productivity. Encourage practices that promote work-life balance and providing resources to help team members navigate workplace stress.

## Invest in Training and Development

Continuous learning and development are vital in maintaining a team's edge. Investing in

your team's skills through training, workshops, and continuous learning opportunities keeps them motivated and ensures they remain at the forefront of industry advancements.

## Recognise and Reward Success

Acknowledging and celebrating achievements reinforces a culture of success and can significantly boost team morale. Whether hitting a milestone or completing a project, recognising these successes fosters a sense of accomplishment and encourages continued excellence.

## Discover More on High-Performing Teams with HR-Team's Webinar

HR Team is delighted to offer an enlightening webinar that delves into what makes a team excel. This webinar is an essential resource for those tasked with leading and managing teams, providing invaluable insights into the characteristics, leadership techniques, and dynamics that define high-performing groups. Scheduled for Tuesday, October 22nd 2024, from 11 am to 12 noon, it's an opportunity not to be missed by line managers, HR professionals, and business leaders seeking to elevate their teams' performance.

## Contact HR Team for Expert HR Consultation

Crafting and managing a high-performing team is both an art and a science. It demands a strategic approach that balances the right mix of talent, clear direction, and a supportive culture. By implementing these strategies, organisations can foster teams that are high-performing, resilient, and adaptable to change.

[Contact HR Team](#) for expert guidance on building your high-performing team. Let us help you unlock your team's full potential and drive your organisation to new heights of success. Join us for our upcoming webinar and embark on a journey to transforming your team into a powerhouse of productivity and innovation.

# BREDA'S EMPLOYMENT LAW TIPS



## ANNUAL LEAVE MANAGEMENT:

**Employers are advised to have robust annual leave management policies in place to avoid operational disruption and employee disappointment.**

### TIP 1:

Be clear with an annual leave policy. Whilst there are very clear legal obligations on employers in relation to employee annual leave entitlements, there is no legislation surrounding how these days might be booked off, notice periods, restrictive periods or prescribed days.

### TIP 2:

Plan for the start of the holiday year: It can be helpful to encourage employees at the beginning of the holiday year to submit their requests for their days off throughout the year. This allows the employer to plan the needs of the business, arrange cover and avoid disappointment.

### TIP 3:

Implement a notification timeframe for holiday requests: It may not always be possible to approve all annual leave requests. Putting a minimum timeframe in place can help allow time to give proper consideration to such requests and assess whether it is feasible at that time to approve or decline.

### TIP 4:

If there are closure periods within the organisation and employees are required to reserve annual leave for such days, stipulate this in the annual leave policy and individual contracts of employment, so employees can plan ahead for the days they have available.

### TIP 5:

Out of Office: Encourage employees to use their 'out of office' function, so that they can properly switch off and enjoy their annual leave.

### TIP 6:

Monitor annual leave balances throughout the holiday year, to ensure that employees are taking their annual leave and if not, that they are encouraged to do so. This will also help to assess if employees are nearing exceeding their annual leave limit.

# HOW TO ATTRACT THE RIGHT TALENT IN A COMPETITIVE MARKET?

Amid the complexities of the 2024 job market, recruitment and the HR paper trail behind it have evolved. Business owners and HR professionals are grappling with an influx of applications, yet the challenge remains: how to sift through the quantity to find quality.

**HR** Team, a leader in providing HR consultation and recruitment services across Ireland and the UK, offers invaluable insights into attracting the right talent. It also offers a must-attend webinar on effective HR recruitment strategies.

## UNDERSTAND THE MARKET DYNAMICS

The current job market is saturated, yet paradoxically, finding candidates with the right experience remains a significant hurdle. This contrast underscores the necessity of adopting targeted recruitment strategies beyond traditional approaches.

The “right talent” concept extends beyond matching job descriptions with candidates’ skills. It encapsulates individuals who are not only technically proficient but also a cultural fit for the organisation.

This means they share the company’s core values, work ethics, and vision for growth. The right talent demonstrates adaptability, a capacity for innovation, and a collaborative spirit, ensuring they contribute positively to their team’s dynamics and the organisation’s overarching goals. Identifying such talent involves evaluating tangible and intangible skills that indicate a candidate’s potential to thrive within your business’s ecosystem.

## HR STRATEGIES TO ATTRACT QUALIFIED CANDIDATES

**Enhance Communication:** First impressions last. It’s crucial to maintain a proactive communication line with candidates. A simple acknowledgement of their application can significantly boost your brand’s image, turning even rejected applicants into potential brand advocates.

**Streamline the Hiring Process:** Efficiency is key in a candidate-driven market. Lengthy interview processes can deter top talent, likely juggling multiple offers. A streamlined approach, with minimal stages and prompt feedback, can keep candidates engaged and interested.



**Cultivate a Strong Company Culture:** Studies show that company culture is increasingly becoming a deciding factor for job seekers, especially among millennials. A workplace articulating and living by its values, ethics, and vision is more likely to attract and retain individuals who share those principles.

**Commit to Diversity:** Showcasing your company’s commitment to diversity isn’t just the right thing to do; it’s also attractive to prospective employees. It signals an inclusive and welcoming work environment where everyone has an opportunity to thrive.

**Innovate with Benefits:** Today’s candidates look beyond salary. Flexibility in working hours and location, alongside clear paths for advancement and development, are highly prized benefits that can set your offer apart.

**HR Team:** Your Partner in HR Recruitment & HR Services in Ireland and the UK.

HR-Team recognises these market trends and provides practical solutions to address them. Our webinar, “Recruitment: How to Attract the Right People in an Employee Market,” is designed to equip you with the knowledge and methods to navigate this competitive landscape effectively.

This webinar promises to revolutionise your hiring approach with insights on:

**Elevating Employer Branding:** This course will teach you practical techniques for enhancing your employer brand and making your organisation irresistible to top candidates.

**Mastering Job Descriptions:** Learn how to craft job descriptions that speak directly to your ideal candidates, significantly improving application quality.

**Optimising Recruitment Channels:** To maximise your recruitment reach, explore the potential of diverse channels, including digital platforms and social media.

**Enhancing Candidate Experience:** Dive into candidate-centric practices, prioritising a positive and engaging recruitment journey.

**Target Audience:** Ideal for Line Managers, Supervisors, Middle/Senior Managers, HR professionals, and Business Owners looking to attract and retain the best talent.

## EVENT DETAILS:

**Date:** Tuesday, 10th September 2024

**Time:** 11.00am – 12 noon

**Cost:** £85 / €100 (Complimentary for retained clients)

## LEVERAGING HR EXPERTISE FOR SUCCESS

Attracting the right talent requires a nuanced understanding of the current job market, a strategic approach to communication, and an organisational culture that resonates with your ideal candidates. The HR Team’s expertise and resources in HR recruitment will help you find the best talent and improve your organisation’s operations.

While the recruitment environment of 2024 presents unique challenges, the opportunities for attracting highly skilled, culturally aligned candidates are vast. Adopting a thoughtful, candidate-centric approach and leveraging expert insights from the HR team, your business can navigate and thrive in this competitive market.

[Contact our HR Consultants today!](#)



# WORK PERMITS AND VISA UPDATE (NI AND UK)

## WHAT WILL YOU LEARN FROM THE WEBINAR?

- The importance of a structured recruitment process and the use of relevant selection methods
- An overview of the points system and what employers need to know
- A synopsis of the various Visa types
- An overview of how an employer can obtain a Sponsorship License

## WHO SHOULD PARTICIPATE?

Line Managers, Supervisors/Team leaders, middle/senior managers, HR personnel and Business Owners.

## ABOUT HR TEAM

HR Team is a leading consultancy firm which provides HR, employment law, and health and safety services to employers in Ireland and the UK.

The firm provides employment law and strategic human resource services to business start-ups, SMEs and large multi-national organisations. HR Team has offices in Dublin, Derry and Belfast.

## WHEN IS THE WEBINAR?

**Date:** Tuesday 25th June 2024

**Time:** 11.00am – 12 noon

**Cost:** £85 / €100 (Complimentary for retained clients)

## Do you have an employment law question?

Team HR can help business start-ups, SMEs and large multinational organisations. Call to speak to us today on any aspect of employment law or strategic human resource services.

Tel from NI: 028 71 271 882, or from ROI: 01 695 0749. Alternatively, contact us via email: [hello@hrteamgroup.com](mailto:hello@hrteamgroup.com)

# HR DOCS SOFTWARE DELIVERS 'COMPLIANCE AT A CLICK'

Employers can now ensure employment law compliance more efficiently and cost-effectively than ever before, thanks to new HR software [hrdocsonline.com](https://hrdocsonline.com).

**HR** Docs is a full library of template documents created by experts at leading UK and Ireland human resources and employment law consultancy, HR Team.

[hrdocsonline.com](https://hrdocsonline.com) makes human resources best practice easy and affordable by providing instant access for employers to all the professional HR template documentation they'll ever need to achieve employment law compliance in NI, GB or the ROI.

Users of the software can quickly download template letters, policies, scripts, expert explainer guides, and more to handle any given workplace scenario.

Once the templates are downloaded, staff and organisational details can

be easily added so that employers are assured they are creating professional and fully compliant documents without the need for immediate HR consultancy or additional expert advice.

Martina McAuley, HR Team Director, says [hrdocsonline.com](https://hrdocsonline.com) is designed to drive efficiency in HR management for employers and managers in organisations of all sizes by allowing them "to act quickly and compliantly" when dealing with employee issues.

"HR Docs software has automated the process of day to day HR management by allowing employers and managers to simply login, and instantly locate and download template letters, policies, scripts, and much more, when they need them.

"The full library of template documents has been



**"The library is constantly updated to ensure it contains only the most up-to-date and legally watertight documentation."**

meticulously compiled by highly experienced employment law and HR professionals at HR Team. The library is constantly updated to ensure it contains only the most up-to-date and legally watertight documentation. This will not only save only time and money for employers, but also provide peace of mind that any documentation issued to employees is protecting their organisation against costly tribunals."

Ms McAuley revealed that [hrdocsonline.com](https://hrdocsonline.com) is the first of two human resources software tools to

be launched by HR Team, which has its headquarters in Derry- Londonderry.

"We are currently in the final testing phase of HR Leave Hub, a comprehensive leave management tool designed to make managing leave super simple for employers. Many of our clients are very excited about this new software which we plan to launch in early 2024."

[Hrdocsonline.com](https://hrdocsonline.com) offers a 'Try Before You Buy' option by providing access to your first 5 documents absolutely free. For more information visit [hrdocsonline.com](https://hrdocsonline.com).





If you require further information, please do not hesitate to contact HR Team.

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