



REBOOT OUT OF CV-19 WITH WORKPLACE WIZARDS

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Is your business ready to reemerge?

As your organisation 'reboots' out of the COVID-19 crisis, you need to organise your people, systems and processes effectively. **As a result, we've created a new package to help you find your new normal.**

Our comprehensive 'reboot' specialist assistance package is designed to get you back to a productive on-site workforce quickly and seamlessly - without staffing issues or 'system crashes'.

Why now?

We are passionate about helping Australian businesses efficiently resolve their workplace issues.

As Government handouts cease, and the minimum wage rises, we're walking into a perfect storm which could catch businesses out if they're not prepared. This package will help you extract peak performance from your staff and allow you to operate free of HR/WR distractions.

Our 'reboot' package comprises of four key stages to get your organisation firing again:

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STEP 1:

Diagnosis and Recovery Action Plan

First, let's discuss how you are tracking, and how your organisation is placed managing through the disruption of the COVID-19 pandemic. We will assess and discuss your 'current state' and your desired future state, and what you think you need to do to get there.

This step involves:

- ▶ You filling out our online questionnaire about key metrics and 'pain points' your organisation is currently experiencing;
- ▶ We organise and attend **an hour Zoom teleconference** where you tell us what's happening and what your desired 'future state' post-COVID looks like;
- ▶ We analyse your answers to our questionnaire and meeting discussion points and create a **detailed report on your action plan** to successfully transition out of the crisis to the your desired 'future state' along with specifying the key things your organisation needs to do to achieve those goals;
- ▶ We email you this pragmatic, results-based plan and have **a further Zoom meeting** to explain how to achieve it, and answer any questions you might have.

\$ \$1,000-3,000 (+GST)

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STEP 2:

Implementation Partnership

If you're comfortable with the actions specified in the action plan and are committed to achieving them, we'll partner with you to implement those changes or conduct those projects, guiding and assisting you along the way.

See page 5 for the types of specialist assistance we can provide you under this step.

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STEP 3:
**Executive
Coaching
and Support**

We will coach you through the change management process, ensuring timelines are met and projects successfully delivered.

We are execution and project management experts, who will work with your key people to ensure you roar out of 'crisis state' and maximise your recovery.

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STEP 4:
**Closure report
+ 12 month plan**

After the post-COVID reboot period (likely 8 – 12 weeks), we will provide a **Reboot Review Report**, outlining:

- ▶ The changes made / projects successfully delivered during the Reboot period;
- ▶ The work remaining to be done / projects still 'in train' or not yet completed, and the specific work required to bring these to a successful completion;
- ▶ A detailed 12 month 'operational plan' of other suggested changes to make and projects to undertake to sustain the improvements post-COVID and set your organisation up to thrive throughout 2020/21 and beyond.

A reflect, review and re-tool post-reboot period will help you lock in those gains made.



By your side

Here are some of the specialist services we can provide as your organisation 'reboots' out of COVID-19.

Representation at courts/tribunals

If you get challenges to dismissals/ redundancies and 'stand down' claims, we've got your back. Our legally trained and experienced advocates provide your company specialist representation for dismissal claims before the Fair Work Commission or court.

On-demand advice

Our team of experienced workplace consultants are at your service via telephone or email for on-demand specialist advice. They're ready to help with workplace legal or people issues in your workplace. Get it solved fast and get back to smooth sailing.

Management consulting

We help your business solve operational issues, generate value, create an optimum structure, maximise growth and improve business performance. Our advice to your senior leaders will improve your inefficiencies and save you countless hours and dollars.

Agreement-making

We work with your HR and line managers to create all your workplace agreements: employment contracts (tied to modern award obligations); independent contractor agreements and EBAs; and legal releases/ deeds for departing employees or executives.

Debt recovery

We'll work with your accounts team to diagnose and chase debtors who need to pay you (and fast!). Failing that, as a law firm, we can commence debt collection proceedings on your most prominent outstanding payers to get cash back to your business.

Health & safety

We're on hand to provide specialist advice to manage COVID-related and ongoing health and safety risks and create safety plans to return your workforce to the office or work safely remotely (e.g. at home).

On-site help

As part of our partnership we provide regular Zoom (or, where appropriate on-site) meetings and coaching from one of our expert workplace experts. This 'in the room' support, and our quick and pragmatic solutions, can be invaluable for your leaders.

Leader coaching/manager training

We are experienced workplace advisors and leader coaches. We can work with your leaders on bespoke coaching/accountability programs. We can also conduct specialised L&D training for your senior leadership group or facilitate training sessions as required.

Outsourced HR

Focus on growing and developing your business by outsourcing your HR dept to us. We can expertly and efficiently manage your HR needs, attend staff or manager meetings & resolve all people and HR queries remotely & efficiently.

Recruitment 'infrastructure' support

Lean on us to perform the labour-intensive recruitment 'infrastructure' for your direct-hires like resume analysis, phone screening and reference checking. We take the legwork out of getting exciting new blood into your team - all you need to do is make the choice.



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Why get help from Workplace Wizards?

Workplace Wizards provides expert workplace relations, human resources, industrial relations, Workplace Health and Safety and workers' compensation advice and support on demand and tailored to your business.

We offer a complete range of employee management and workplace relations solutions to your workplace problems – saving you time, money and stress along the way.

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