

Organizational Management/Human Resources Overview

Springsted Incorporated has been providing organizational management services for over 25 years. Our services have evolved and changed in response to the dynamic changes taking place in local government. The following is a summary of the major services offered through our Organizational Management/Human Resources group.

Services include:

- **Executive Recruitment**
Springsted assists numerous local governments in recruiting city and county managers and administrators, and department directors, using our contacts to identify potential candidates for the purposes of finding the best, most qualified and capable person for the job.
- **Facilitation**
Our staff successfully provides skilled, neutral, third-party facilitation for group meetings on a wide variety of topics with a broad range of meeting participants. We will design and lead the process for your group meeting in a manner ensuring everyone has the opportunity to participate and desired outcomes are achieved.
- **Organizational Improvement Studies**
Organizations are continuously looking for ways to improve the efficiency and effectiveness of their services and maximize the use of human, financial and capital resources. Our team can help your administration evaluate programs, departments and services, and develop strategies for achieving optimal performance.
- **Resource Sharing, Collaboration and Intergovernmental Cooperation**
Whether you want to form a simple partnership, establish an intensive collaboration or actually merge services, we are able to assist you in asking the right questions, identifying possible partners, introducing creative ideas, and recommending sound, practical and cost effective solutions.
- **Strategic Planning**
Managing strategically requires a conscious and deliberate action plan that provides a solid understanding of the organization's current position and a clear, compelling picture of where you want to go in the future. Springsted utilizes a highly participatory, locally tailored model for each strategic planning process.
- **Position Classification, Evaluation, Compensation and Benefits Studies**
Springsted can help you create an organized, fair and equitable compensation plan using our copyrighted Systematic Analysis and Factor Evaluation (SAFE®) system to evaluate each position in your organization and then develop a structured classification system for you. The process is based on a high level of client participation.
- **Personnel Policies**
A comprehensive and up to date personnel policy manual is essential for organizational success. Springsted staff can assist you with the creation of personnel policies or the review of your current policies. In both cases, we ensure your personnel policies address all relevant areas of human resource management.
- **Performance Evaluation Studies**
High performing organizations are clear with their employees about expectations and regularly evaluate employee performance in meeting those expectations. Springsted can customize a performance evaluation system that is easy to understand and use. We will also provide training to your staff on how to utilize the system.



Organizational Management and Human Resources Services

Planning & Strategy

- Community Surveys
- Executive Recruitment
- Facilitation
- Organizational Improvement Studies
- Resource Sharing Through Intergovernmental Cooperation
- Strategic Planning

Managing & Performance

- Compensation and Benefit Systems
- Performance Evaluation Studies
- Personnel Policies
- Position Classification and Evaluation Studies