



SharedHR is now proudly part of ABD

Manager Training

Exit interview data confirms that employees leave bad managers — not bad jobs. A surprisingly large number of HR issues are caused by managers saying things they shouldn't say or doing things they shouldn't do. SharedHR will train managers across your company on your specific HR, payroll, and technology systems and policies to make sure they understand the HR component of their roles. The more managers learn to spot issues and learn where the legal landmines are buried, the better an organization executes its goals and mitigates risk.

SharedHR is a management and human resources consulting firm. We offer services across the entire HR spectrum, including HR outsourcing, senior-level consulting, and HR payroll and benefits technology systems implementation. We believe in business-driven HR. We take the time to get to know each of our clients to understand their mission and how they define success. For over 30 years, privately held companies and non-profits of all sizes have partnered with SharedHR because of our technical expertise, extensive management and HR knowledge, and dedication to outstanding customer service.

SharedHR
1000 4th Street, Suite 300
San Rafael, CA 94901
Phone: 415-459-4400
Toll Free: 1-800-886-9478
Fax: 415-459-4932
Web: www.sharedhr.com

Assuming Managers Understand is Risky

It's an unfortunate fact that many new managers fail in their role because they don't receive adequate training. Good employees get promoted — but too often they do not get trained. Too many managers have not learned how to resolve conflicts, run meetings efficiently, or coach their subordinates. As a result, they don't do their jobs properly, everyone gets frustrated, and employees end up quitting. Worst of all, they often do or say something that opens the business up to a lawsuit, damaging morale in addition to costing the organization time and money. Bad managers aren't a risk worth taking.

Learn the Ropes

SharedHR offers manager training to better prepare your managers to manage, develop, and retain high-performing workers. Good employees can be trained to be good managers. We teach managers across your company basic management skills and how to use your specific systems, technology, and policies to make sure they understand their responsibilities.

Our manager training can include the following topics:

- Training on your handbook and policies
- How to interview and hire
- How to onboard and orient new employees
- How to conduct performance reviews
- How to coach employees for success
- How to handle employee misconduct
- Harassment and discrimination
- Safety and health issues
- Wage and hour issues
- How to manage leaves

Worth the Effort

Providing adequate training for your managers makes good business sense. On the defensive side, proper training reduces your chances of facing a claim or lawsuit from an employee. On the progressive side, well-trained managers make your employees feel appreciated and invested in your organization's success. It helps create consistency throughout your management ranks, erasing disparities in how people are evaluated and how issues are dealt with across different departments and teams. Standardized training also provides your managers with the skills they need to grow into other leadership positions within your organization.