



Development at Work Australia

positive progress for people & organisations

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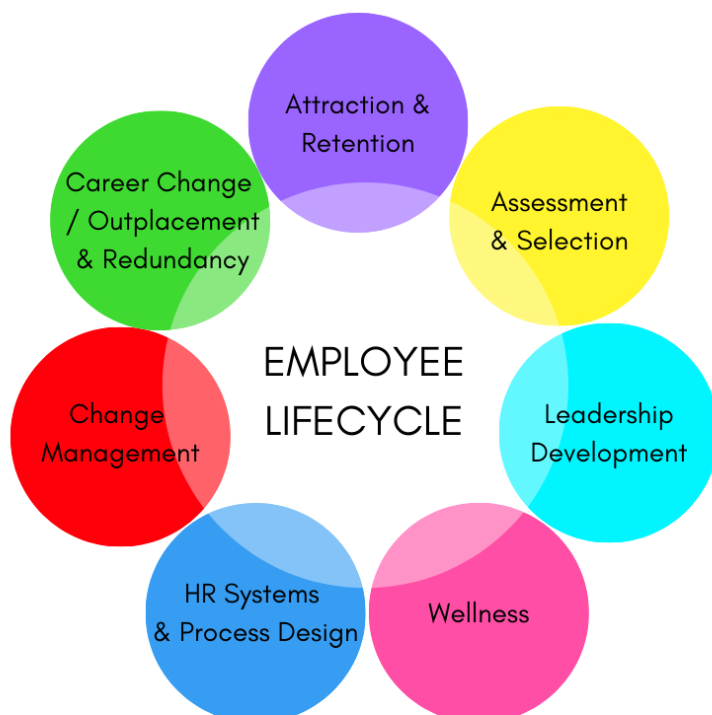
Web Site
www.developmentatwork.com.au

Development at Work Australia is Adelaide's award winning, comprehensive HR, OD and outplacement service – we help organisations through each stage of the employee lifecycle (from Attraction and Retention and Workplace Wellbeing to Career Change, Outplacement and Redundancy).

We help you attract and retain talented staff; create workplace wellbeing; support employee career development; and support employees affected by change, transition and redundancy.

We help public and private sector organisations in all sectors, including: accounting, advertising, aged care, business services, call centres, the care industry, construction, defence, education, electronics, employer associations, energy, engineering, health, housing, IT, law, local government, medical, mining, not for profit, sports and entertainment, and State and Federal Government.

Development at Work
Australia



How Can We Help You?

Attraction and Retention

- ✔ Identify the key factors impacting staff attraction and retention in your organisation and industry. Attend our Attracting and Retaining Talent Masterclass (in-house or public) for help to develop your organisation's employer branding to help you communicate the benefits of working for your organisation; develop employee value propositions that will attract the people you seek; and design a strategic attraction and retention plan.
- ✔ Review your recruitment methods – so you can identify and attract candidates who will do a really good job for you
- ✔ Develop selection methods (such as interviews and assessment centres) to assess the skills your jobs require
- ✔ Train your managers how to conduct interviews and run assessment centres
- ✔ Create workplace wellbeing – so you can attract and retain talent, improve motivation and organisational commitment
- ✔ Identify key attraction and retention factors for your organisation, leading to program development such as: employer branding initiatives; discovering and managing retirement intentions and phased retirement programs; and identifying where initiatives, such as flexible working hours, will improve retention and tenure.
- ✔ The Manager's Role in Retention™ – workshop for executives, managers, supervisors and leaders.
- ✔ Measuring Satisfaction, Retention and Intentions to Quit
 - Measuring intentions to retire amongst baby boomers
 - Measuring intentions to leave amongst all staff
 - Exit interviews – let us find out why your staff choose to leave -and what you can do about it.
 - Staff satisfaction research and recommendations for action. Focus groups and interviews to determine the key factors influencing satisfaction, retention and performance in your workplace.

Assessment and Selection

- ✓ Develop your values and competence framework
- ✓ Design selection methods (including interviews, assessment centres, assessor training)
- ✓ Design interview questions
- ✓ Development competency-based recruitment interviewing skills – so all your interviewers use your methods and make the same decisions

Individual and Leadership Development

- ✓ Identify training and development needs
- ✓ Run tailored in-house training including:
 1. Workforce Wellbeing Programs - Creating Life Balance, Managing Your Mindset etc
 2. Attracting and Retaining Talent Masterclass – in house and public.
 3. The Manager's Role in Retention™
 4. Performance Conversations – how to motivate, recognise and retain staff through regular performance conversations.
 5. Managing the People Aspects of Change – for change leaders, managers and staff
 6. Recruitment Interviewing (using competence-based behavioural-event interview techniques).
 7. The Three Signs of Miserable Job – with DVD
 8. Getting the Values off the Wall - Workshops to get your organisation's values off the wall and into the hearts and minds of people, and the processes of your organisation.
 9. Situational Leadership - how to decide the best way to lead and manage your staff
 10. Outplacement and Career Transition Programs – writing a resume, networking, interview skills and lots more
- ✓ Identify high potential using development centres that we will design and run with you based on your organisation, unit or job role key competencies.
- ✓ Support employees via counselling, coaching and the design of in-house mentoring programs (which we can design with you).
- ✓ Build and retain talent via design of in-house succession planning and talent management programs; identification of high potential; talent retention programs.

Workplace Wellbeing

- ✔ Develop work place wellbeing. Ask us about “Wellbeings” – a tailored wellness program for your people focusing on development of psychological health and wellbeing, resilience and the creation of a happy, high performing workplace.

HR Systems and Process Design

- ✔ Development of in-house HR processes such as appraisal, selection, development, recruitment interviewing and coaching.
- ✔ Commission special reports for your needs
 - a. Latest HR trends for managers
 - b. Best practice in selection
 - c. Best practice in retention
 - d. Best practice in employee counselling
 - e. Best practice in training delivery and evaluation of training
- ✔ Audits and reviews of human resources functions and programs, including “Bouncing Board” - (where you bounce ideas off us as we help you review your in-house processes)
- ✔ Development of organisational values and values assessment processes (e.g. selection methods, self-assessment checklists, links to appraisal process)
- ✔ In-house research – attitudes, satisfaction, intentions.

Change Management

- ✔ Reviewing organisational structure, roles and responsibilities
- ✔ Managing the people aspects of change and uncertainty – workshops and coaching
- ✔ Managing self in times of change / building resilience – workshops

Career Change, Outplacement and Redundancy

- ✔ Provide outplacement services – individual programs and group workshops face to face and online to provide career transition and emotional resilience support to retrenched workers to help them take the next step (employment, development for a career change, retirement, or entrepreneurship).

Testimonials

"It is critically important that we all take the time to stop and participate in training ... in the wellbeing and resilience space. I enjoyed the opportunity to listen, engage and learn... as well as have the direct conversation with a trainer who shares a breadth of knowledge and experience relative to the subject matter at hand. I recommend the training as a valuable exercise to ensure people are being effective and understanding in the work environment" **Jason Downs, when at Department of State Development**

"We have selected Bridget as our outplacement provider for several years and have always been impressed by the responsiveness and high levels of service. Bridget Hogg, Director, has personally provided outplacement services to many people at all levels of SACA from hospitality staff to very senior managers. She has assisted out placed people to manage the emotional impact of redundancy... Bridget's NLP credentials and background in psychology, coupled with her many years of experience as an outplacement consultant enable her to address the core issues with our people - helping them to see and find light at the end of the tunnel." **Craig Brooks, when GM, Human Resources, South Australian Cricket Association**

"Personally, I have utilised the services of a number of outplacement providers over many years. I have found the support provided by Development of Work Australia to be of the highest standard in educating and supporting candidates in resume writing, job application techniques, interview skills and coaching them to secure new roles. Bridget's NLP credentials and background in psychology, coupled with her many years of experience as an experienced outplacement consultant provide invaluable support to candidates to secure new opportunities. I would have no hesitation in recommending Bridget and the services of Development at Work Australia." **Chris Ramage when HR Manager, Treasury Wine Estates**

"Bridget revolutionised my recruitment process. The training and materials were tailored to my needs. Now I am able to clearly define what I am looking for and have interviewing tools and skills to help me choose the right candidate for the job. Recruiting now is less subjective and is something that I can do with confidence." **Gavin Klose (when Director at DO-DA)**

"Bridget's ability to meet the needs of our organisation around interview skills was professional, efficient and extremely useful. The impact of the content was made possible by her engaging facilitation style and individualization of the content for the audience ... I would recommend this workshop to any organisation wishing to build their capacity in the recruitment of quality staff." **Vanessa Ryan, when Education Team Coordinator, Adelaide to Outback GP Training**

"The Attracting and Retaining Talent Masterclass was probably the best one day training course I have attended in the last ten years.... The Masterclass was extremely informative and provided a very useful, practical and appropriate model for the development of a Workforce Attraction and Retention Plan. I have already used the model to develop a strategic plan for a specific work group. I wish more training courses were as good as the Masterclass!" **John Windsor, when Human Resource Manager, SA Dental Service**

"I thoroughly recommend the Wellbeings training facilitated by Bridget Hogg. I take recruiting and retention of my staff seriously and part of my retention strategy is to assist my staff maintain their health and wellbeing. I want my team to be the best they can be at work and in their life outside of the workplace. I particularly recommend the active constructive response exercise which will enable people to reflect on their general communication style, improve working relationships and offer some strategies to improve communication in any situation." **Susan, when Manager in Education, Adelaide**

"Bridget's workshops are such a refreshing change from the plethora of workshops I have attended over many years. They are insightful, knowledgeable and full of practical ideas that can immediately be applied back at work. She makes learning fun. She challenged me to look at things in an entirely different way and what I have learned I have applied and noticed an immediate difference in my approach, whether that be interviewing for staff or knowing how to interpret people's reaction to change. She has made a real difference to our organisation!" **Simon Ridgway, ASC (Australian Submarine Corporation)**

"Thank you for your comprehensive information and support when conducting the Improving Team Dynamics to Create a Happy Workplace workshops. You handled a difficult theme with sensitivity to achieve honest interaction..." **Brooke Blackburn, Flinders University**

Read more here: <https://developmentatwork.com.au/testimonials/>