

Employing People: The HR Toolkit for Small Business

Introduction

This booklet aims to give small business owners an overview of the different things to consider when employing staff in Jersey. Once a business starts to grow it inevitably gets to a point when it needs to take on employees and this can be a daunting prospect. However, if a business is to succeed it needs to get the most out of its employees and having appropriate policies and procedures in place can really help to manage staff effectively.

This guide provides a brief overview of the key legislation affecting employment and takes you through the main elements of HR and people management. Many of the topics included here can be highly complex and a guide such as this can only provide an outline of the key points involved in employing people.

Although comprehensive, this is not a substitute for the depth of knowledge and experience that a professional HR practitioner or lawyer can give you. It should, however, give you useful tips, help you to understand when you need to call in the professionals and suggest where to find additional information. It should also give you the necessary background so that you know what to ask your professional advisor and understand more fully the information and advice that you are given.

Good luck in your growth journey and remember; we are

here to provide you with confidential advice and support as you increase your workforce and develop your business. Pop in or give us a call if there is anything we can do to help.

Download the HR Toolkit for Small Business

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