



## FAQ

### What is the purpose of this project?

The Workforce Recovery initiative was created by Fairfield County Economic and Workforce Development (FCEWD) to assist local businesses respond to workforce challenges that have emerged or been exacerbated by the COVID-19 pandemic. *R&R Boost*, supported by the American Rescue Plan (ARP), will provide one-on-one technical consulting for six Fairfield County businesses to create strategies for recruiting and retaining an effective workforce and position the business for long-term success.

### What will my business receive?

You will work with a team from **RAMA Consulting** to develop a Recruitment & Retention Plan tailored to your unique workforce needs and environment. This plan will be feasible and action-oriented to address new challenges created by the pandemic as well as long-term strategies to create a cohesive and skilled workforce.

### Why do I need a Recruitment & Retention Plan?

The COVID-19 pandemic has created a multitude of new challenges for businesses, particularly in regard to maintaining an effective workforce that supports operations and growth goals. The labor market is changing rapidly, and what worked before may not work now. A dedicated and well-planned recruitment & retention strategy – one that leverages current data, trends, and best practices – is critical to:

- ✓ Reach the right people and find the best candidates for your specific needs
- ✓ Reduce turnover rates and costs associated with new employee onboarding
- ✓ Create a more skilled and engaged workforce
- ✓ Leverage the institutional knowledge within your employee base through purposeful knowledge transfer and transition planning
- ✓ Position your company for sustained success and future growth

The answers to the new workforce challenges are not easy and vary by industry/business. Utilizing a consultant to help consolidate the emerging trends/best practices and figure out how to apply this learning to your specific environment frees up your time to focus on your larger strategies and goals.

### Which companies are eligible for this opportunity?

*R&R Boost* is designed for businesses in the manufacturing or healthcare sectors. To be eligible, the company must:

- ✓ Have a physical location in Fairfield County
- ✓ Have no less than 30 employees, up to 250 employees (maximum)
- ✓ Be available to work with consultants for a period of 3-4 months between April – December 2022

### How will my information be used?

All business information, including the final Recruitment & Retention Plan, will be kept confidential unless specific authorization is provided by the participating business. At the conclusion of this project the consultant will provide FCEWD with a report of recommendations for how Fairfield County can continue to support local businesses. This report will not include information identifying any specific business.

### What will you need from me?

The consultant will first work with you to learn about your organization. This will include:

- ✓ A site tour and project kickoff meeting to review the project plan, timelines, and data needs
- ✓ Informational interviews with selected members of your leadership team
- ✓ Review of organizational documents/information related to workforce policies and procedures
- ✓ One focus group with members of your staff to gain perspectives on the employee experience

This information will be compiled into a Key Themes Memo for company leadership and will establish the foundation for recruitment and retention strategy planning.

Members of your leadership team will then participate in two planning sessions with the consultant to identify feasible strategies and timeframes for implementation. The consultant will provide a final Recruitment & Retention Plan and implementation tools in a usable format for you to ensure it remains a roadmap for long-term use.

### How much time will this take?

The entire process will be implemented over approximately 3-4 months for each business. Activities will be structured to accommodate your schedules and minimize disruption to operations/workflows. The largest time commitment will be during the planning sessions, which will require approximately 4-6 hours (over 2 planning sessions) with your leadership team. All sessions with the consultant can be performed onsite or virtually, depending on your team's preference.

### What do I need to do to make this process successful?

- ✓ **Provide consultants with necessary information and documents to fully assess the current workplace practices and culture.** This information will not be shared with the County or anyone else outside your organization, but it is critical for the consultant to develop feasible, tailored recommendations that will lead to your success.
- ✓ **Authorize and encourage employees to participate in a focus group session with the consultants.** The goal of this focus group is to learn more about what your employees love about their job and potential opportunities to improve or support retention. This information will help the consultants determine the best messaging and positioning for your company when attracting new talent.
- ✓ **Actively engage in solution development with the consultant.** The final plan is only helpful if it is informed by *YOU*. The consultant will recommend innovative industry recruitment and retention practices, but your involvement is crucial for developing actionable, feasible strategies that will directly contribute to your success.
- ✓ **Be open to new ideas and practices.** This project was initiated because we are all trying to adjust to a "new normal" and it is structured to help businesses assess what new opportunities or tactics can position them to attract and retain a skilled workforce. Make sure your team is prepared for and willing to try new things, and create opportunities for feedback from your team to continuously assess the impact of the new strategies. This will ensure your Recruitment & Retention Plan remains an effective resource for long-term success!

### How do I apply?

Complete this short application to indicate your interest. **This application will close April 1, 2022 at 4pm.** You will be contacted by RAMA Consulting once all applications have been reviewed and participants have been selected.

### Who can I contact with additional questions?

#### RAMA Consulting

Leslie Westerfelt, Project Manager

[lwesterfelt@rama-consulting.net](mailto:lwesterfelt@rama-consulting.net)

(614) 245-0451

#### Fairfield County Economic Development

Rick Szabrak, Director

[rick.szabrak@fairfieldcountyohio.gov](mailto:rick.szabrak@fairfieldcountyohio.gov)

(614) 806-5429