

# Challenges and Best Practices in HR

---

Human Resource Management



**toolbox INDIA Foundation**

# Challenges and Best Practices in HR

## Best Practices in HRM

1. Maintaining a **safe and healthy workplace** by capturing the thoughts of the employees by conducting frequent surveys.
2. Open book management style, creating an environment of **accountability and transparency**
3. **360 Degree performance feedback** system by the whole team
4. **Fair evaluation system** by continuous tracking of the employee and allowing for self-rating
5. **Knowledge sharing** where a knowledge base of innovative ideas is built
6. Highlight the **successful performers** and make the visible
7. **Open house discussions** and feedback mechanisms:
8. Ensure public and **tangible appreciation** of employees

### 3 tips for setting hiring goals

- Using data to explain what can be achieved and inform leaders when an application is impractical
- Identify bootstraps and remove restrictions to increase the capacity of your team
- Improve the process and efficiency of your team by changing the emphasis from end goals to individual tasks

Reflect on the new hire failure rates from the outset of the recruiting cycle

Find out how to automate the cycle to prevent slowing down the speed-to-hire; and.

Don't make targets too abstract—implement SMART targets so you can stay on track.

## Main Challenges in HRM

Many NGOs face diverse challenges in the area of human resource management which creates a problem in the capacity of human resource of the organization. Some of the main challenges are:

### **1. Recruitment and Retention**

When there are limited resources in the absence of an efficient HR staff, it is difficult to attract and retain efficient employees.

**Possible Solution:** Employee engagement and rewards

### **2. Training and Development**

Diverse skills are required to efficiently perform non-profit work which require robust training and development programs for the employees.

**Possible Solution:** Discuss training plan with employee to ensure that it aligns with their goals

### **3. Payroll and Tax Compliance**

It is difficult to stay consistent with ever-changing legislation, although insufficient resources means that there might not be anyone on site to regularly manage reports, process payroll, and cut checks. Payroll is without a doubt a major concern for the social sector.

**Possible Solution:** Attend seminars and trainings hosted by industry experts to garner a basic understanding. Use a consultant to ensure compliance

### **4. Volunteers and Interns**

Non-profits depend on the assistance of volunteers and unpaid interns. Such relationships, while vital to the business, put HR teams at risk of breaching wage and tax rules if not treated appropriately.

**Possible Solution:** Use a legal consultant (once off) to draw up appropriate contracts that are vetted and compliant.