

## HR Services

Vega Mala Consulting provides small-to-midsize organizations with a range of people/human resource (HR) management support. Mala Nagarajan, principal at Vega Mala Consulting, has over 20 years of management experience that spans nonprofit organizations, foundations, and government. In addition to focusing on HR and nonprofit management in her MBA studies, Mala is SPHR and PHR certified, and a member of SHRM (the Society of Human Resource Management).

We provide strategic guidance and training support customized for organizational lifecycle challenges: from strengthening value-based, mission-driven people practices, to getting your HR in legal compliance, to nourishing a productive and efficient workplace and culture that fosters teaming and acts of leadership.

### **S1** Mission-driven HR Strategy and Planning

Your people policies and practices are directly tied to your organization's success and progress. We'll review your mission, strategic and operational plans, and your HR policies and practices (or help you develop them). We'll help you align your organizational structure, people management strategies, and culture with your overall mission and programmatic strategy – strengthening synergy across systems.

#### **Our areas of focus:**

- HR Audits
- Organizational Assessment/Profile
- Workforce Planning
- Personnel Policies & Processes
- Compensation & Benefits Analysis
- Legal Compliance
- Board of Directors Assessments
- ED/Management Assessments

### **S2** Teaming for success – From Job Description to Transition Management

Your staff members are your most valuable resources. Bringing on and retaining the right staff requires adequate position design, aligned team and task assignments, and strong people management skills. The lack of these qualities leads to a too-high turnover rate that costs organizations tens of thousands of dollars per year. While managers often attribute poor performance to lack of motivation, quality management experts estimate that 80% of employee productivity issues and poor teamwork arise from issues that only management can control. As a manager, you can vastly improve your organization's health when you structure your team and work flow to center each person's strengths and build your staff's teaming capabilities.

#### **Our areas of focus:**

- Job Analyses
- Core Competency Analyses
- Recruitment, Hiring, Onboarding
- Teaming & Diversity Integration
- Workflow Analysis & Project Management
- Performance Management
- Training and Professional Development
- Strengths-based/Situational Leadership
- Retention & Succession Planning
- Exit Interviews & Turnover Analyses

**S3**

## **Small Nonprofit Specialization**

Staff and leaders in small, under-resourced nonprofits, wear multiple hats, and face challenging HR needs. Traditional HR frameworks don't fit. Every team member is critical to the organization's success. We use a holistic, strengths-based approach and support you to strategize, prioritize, and maximize use of your limited resources to elevate the organization's work and maximize its impact.

### **Our areas of focus:**

- Context-specific HR strategy and design
- Organizational structure and culture
- Customized capacity building & training
- Lifecycle and capabilities mapping

### **Vega Mala Consulting capabilities include:**

#### Strategic Areas:

- Business systems analysis for HR and back-office technology systems
- Recruitment-to-retention strategies and support, incl. compensation and benefits research
- Organizational assessments, reports, and surveys
- Performance management/evaluations (for boards, leadership, staff, and volunteers)
- Strategic organizational restructuring and workforce planning
- Team and leadership development
- Vendor comparisons, RFP management, and contract negotiations
- Workflow, decision-making, roles and responsibilities analyses
- Workplace risk and safety management

#### Compliance Areas:

- Civil Rights Act and workplace discrimination
- Consumer protection
- Diversity and inclusion, affirmative action plans, and ADA disability accommodations
- Fair Labor Standards Act (FLSA) and Family Medical Leave Act (FMLA)
- OSHA health & safety regulations, workplace bullying, sexual harassment
- Worker's compensation and unemployment insurance

We always start with a discovery process that involves you, your management team, your staff, and your board to learn more about what you want to accomplish, and put together a customized plan to support you based on where your organization is and where you want to be.

### **Relevant Experience:**

#### **Employment, Consulting, Education, and Volunteer**

Vega Mala Consulting  
Creative Collaborations  
Nat'l Queer Asian Pacific Islander Alliance  
AT&T Wireless Information Management  
City of Seattle Women's Commission

State of Washington CJ Training Commission  
State of Washington Office of Atty General  
State of Washington Office of Disability Svcs  
Univ. of Washington MBA Program  
Univ. of Washington NP Mgmt Cert. Program

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