

A quick reference guide to increasing employee retention, engagement, and enthusiasm

HEALTH + WELLNESS

HEALTH MEDICAL, DENTAL, VISION

- Offer multiple medical + dental plans
- Use benefits broker
- Minimum 50/50 employer/employee premium ratio

WELLNESS HEALTHY EMPLOYEES = \$\$\$

- Employee assistance program (EAP)
- Walking (steps) challenges
- Gym memberships, yoga days

EDUCATION TRAINING + DEVELOPMENT

- Offer lunch + learns on health topics
- Provide opportunities for stress management + social support
- Conduct frequent health assessments + surveys

COMPENSATION

BASE SALARY W2 EMPLOYEE ANNUAL WAGE

- Evaluate external + internal market data
- Data-based annual salary % increase
- Annual people-based budget process

CASH BONUS ANNUAL CASH REWARD

- Budgeted annually
- Metric based
- Approved by Board of Directors

EQUITY ANNUAL EQUITY REWARD

- Budgeted annually
- Metric based
- Board of Directors approval

VALUES + CULTURE

VALUES COMPANY + EMPLOYEE

- Clearly articulated company values
- Why they matter
- Survey + assess employee values
- Provide value-based learning sessions

INCLUSIVITY PROGRAMS FOR ALL

- Train employees on inclusivity's importance
- Participation with advocacy organizations
- Employee forums celebrating inclusivity

CULTURE SUPPORTED BY ALL

- Lead by example
- Charitable giving + community service opportunities
- Tools to enhance talent, productivity + engagement

CAREER DEVELOPMENT

EMPLOYER INITIATIVES

- Career development processes
- Senior employee leadership lunches
- Cross-training 'job shadow' opportunities

EMPLOYEE INITIATIVES

- Forums to explore other departments
- Collaborative tools for employees + employer
- Periodic plan review meetings with leaders

MENTOR OPEN DOOR CULTURE

- Forums to network with leaders
- CEO + employee lunch/'fireside chat'
- Leadership-led 'lunch + learns'

EMPLOYEE PERKS

DISCOUNTS PRODUCTS + SERVICES

- Company products
- Ancillary (auto, home, pet insurance...)
- Stock purchase program

MIND STRESS REDUCTION INITIATIVES

- Dedicated area for stress-reduction
- Programs (yoga, meditation, exercise...)
- Access to wellness specialist, personal coach

CELEBRATE EMPLOYEE RECOGNITION

- Small dining gatherings (catered, potluck)
- Employee recognition in periodic newsletter
- Company match for charitable donations

WORK-LIFE BALANCE

PAID TIME OFF COMPENSATION

- Competitive number of paid holidays
- Paid parental leave
- Competitive employee personal time off

FLEX-TIME WORK-LIFE BALANCE

- Flexible schedules + WFH opportunities
- Paid day off (birthday, charity)
- Time-off donation program

FINANCIAL FAMILY ASSIST PROGRAMS

- Time off during employee relocation
- Advisor for financial planning opportunities
- Payroll deduction plans (529 plans, tuition...)