

## *Making redundancy less traumatic for you & your team*

From time to time market or economic conditions dictate that businesses consolidate their operations. This in turn can oblige owners and management to make some employees redundant. Redundancy is an extremely difficult time for everybody and for the business.

As news of redundancy emerges, it is vital for the business that its brand and reputation are maintained among clients, prospective customers, suppliers, partners, remaining staff and the public. This can be best achieved by ensuring that departing staff are afforded their rights, treated with dignity and accorded all practical assistance possible. Being seen to care and help means as much to the morale and productivity of remaining staff as it does to those leaving the company.

Traditional Outplacement tends to be seen as the preserve of very large companies and organisations with budgets to match. At FBA however, we have developed a totally practical and cost effective service package which allows responsible employers to provide genuine and practical assistance to departing employees during a potentially traumatic time. This package can be delivered for one person or for many employees.

### *How FBA can help you and your employees*

There are two main elements to the service:

1. The first element involves the development of a personality profile for each employee. The reports and feedback on these profiles allow a person to have a better awareness and understanding of themselves and how they behave. Additionally from the profile, we can offer advice as to what type of role that individual might be best suited and then what kind of organisation or indeed people they might best work with. The one to one meetings frequently allow individuals to tease out just where they want to go, in other words establishing their needs, objectives and ambitions.
2. The second element focuses on the job market and how best to access it. This covers:
  - Determining the parameters of a new role
  - Preparation of a CV
  - Preparation of cover letters
  - How and where to look for a job
  - Applying for a job
  - Interview advice

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