



balancing Professionals, LLC

# TRUE Flexibility Assessment<sup>SM</sup> Process And Service Packages

We are always happy to meet with you to introduce our services and answer your questions so that you can make an informed decision about whether your organization would benefit from a TRUE Flexibility Assessment<sup>SM</sup>, and if so, how to select our services to best meet your needs.

## TRUE Flexibility Assessment<sup>SM</sup> Basics Package includes:

- **Collection of information** about your organization via online form
- A **meeting with leaders** in your organization who are interested/involved in the assessment to discuss the process, answer questions, and gather more information (in person or via phone)
- We provide you with **survey communication tools** including draft emails and flyers to introduce the survey to employees and provide information regarding its purpose and process
- We administer a confidential **online survey for all employees**
- We **compile and analyze the data** from the survey and other information we've gathered
- Within two weeks of the conclusion of the survey, you'll receive:
  - **Customized written report** explaining the data we've gathered
  - **Customized written recommendations** on general areas for improvement
  - **Customized educational material** explaining the statistics, case studies, and reasoning behind the recommendations we have – a summary of the research we've done and data we've collected related to workplace change that applies to your specific situation

*Price of Basics Package starts at \$2000 (price varies depending on size of organization)*

## TRUE Flexibility Assessment<sup>SM</sup> Silver Package

Includes everything in the TRUE Flexibility Basic package above, plus the following:

- **In-person presentation to management** to explain assessment results
- **Customization of survey** to address issues of specific concern to your organization
- **Conducting interviews and/or focus groups** to supplement the assessment survey

*Price of Silver Package starts at \$3250*

## TRUE Flexibility Assessment<sup>SM</sup> Gold Package

Includes everything in the TRUE Flexibility Silver package above, plus the following:

- **Assisting with formulation of a strategic plan** to implement changes resulting from the assessment (up to 10 hours of consulting).
- **Conducting two workshops** to educate managers and/or employees regarding various topics such as:
  - Specific changes that are being made in the organization as a result of TRUE Flexibility Assessment and how that will impact the organization
  - The changing workforce and workplace trends, including innovative practices used in other companies
  - How to cultivate a culture in which flexibility can thrive

*Price of Gold Package starts at \$4900*

## Customized Services, Implementing Change, Troubleshooting, etc. . .

If these packages do not meet your needs, we can tailor our services to suit you or provide "ala carte services," . . . just ask! We can also provide assistance with implementing flexibility changes, help troubleshoot various flexibility issues, review or write policies, etc. . .

**Please visit our website for more information on:** the meaning of a sustainable workplace, hard data and case studies explaining the benefits of flexibility, and our connecting services (giving you access to experienced part-time professionals in the Triangle area of NC).