Project Start Date: 7/1/21
Target End Date: 9/30/21

Leadership - Tactic 1: Build Out HR Processes

HOPE COMMUNITY CHURCH

Project Scope and Objective		Success Criteria	
		Description	Measure
Objective	Develop a Human Resource Management Plan to better serve our staff - paid and voluntary.	1 - Engage Billy Dunn (The Center) to assist in the process. 2 - Present Employee Handbook reviewed to determine what is lacking and what needs to be developed according to stated goals. 3 - Develop a plan and process to ensure that stated goals are being achieved including who is going to supervise each goal.	How can we prove it?
Goals	1 - Recruitment & Selection 2 - Performance Management 3 - Learning & Development 4 - Succession Planning 5 - Compensation & Benefits		
Scope	To assess present Human Resource practices and revise and or develop according to stated goals abo		

Key Tasks and Deliverables

Description	Planned Due Date	Dependencies
What do we need to make/do and deliver to achieve our goals?	When will we deliver?	What has to be done before this?
Assess present Human Resource practices - including employee handbook	9/1/21	
What's lacking in present Human Resources that needs to be developed?	9/8/21??	

Risk Assessment

Risk Description	Owner	Probability (1-5)	Severity (1-5)	Mitigation Plan
What can keep us from our goals?				What do we do about it?
Busyness / being side tracked / lack of qualified help				Engage qualified help

Assumptions /Constraints	Project Budget	Key Stakeholders	Project Team

What are we taking for granted that may or not be true? What boundaries do we have to work within?	How much are we allotted to spend? $	Who are the people impacted by the project that we need to communicate with regularly? Min Ops / Elder Team	Who's doing the project? Vision Leader: Roman Strategy Leader: Roman / Billy Dunn Team Members: Elder Team, Billy Dunn, Chris Stevens

Charter Approval				**Related Projects**
Title	***Strategy Leader***	***Plan Manager***	***Vision Leader***	What other projects are happening that could directly impact or be impacted by this project?
Name	Roman Kupecky			
Date	***7/28/21***			