

## Service Menu and Pricing

### Professional HR guidance—without the cost of a full-time HR hire.

Running a business is complex. Managing HR shouldn't put you at risk. We provide practical, Saskatchewan-compliant HR support for small businesses so you can focus on growth, confident that your people practices are handled correctly.

### Who We Work With

- Saskatchewan-based businesses with 5-100 employees
- Companies without an in-house HR professional
- Owners and managers who want to reduce risk, stay compliant, and build strong teams

## HR Essentials Packages

### Essentials Starter

**\$750 / month (3-month minimum)**

**Ideal for businesses setting up HR correctly**

- Custom employee handbook tailored to your business and industry risks
- Core HR policies (attendance, PTO/leave, harassment, remote work)
- HR file and documentation setup
- Basic HR compliance review to reduce legal exposure and penalties aligned with:
  - o Saskatchewan Employment Act
  - o Saskatchewan Human Rights Code
  - o Occupational Health and Safety
  - o Applicable Federal legislations
- Job description templates
- New hire onboarding checklist and forms
- Monthly 1-hour HR check-in
- Email HR guidance support ; non-investigative (24-48 hour response)
- Monthly HR compliance update

## Growth HR Partner

(Most Popular)

\$1250 / month

**Hands-on HR support for growing teams. Includes everything in Essentials Starter, plus:**

- Custom job descriptions
- Hiring manager coaching and interview guidance
- Offer and termination letter templates
- Probation and performance guidance
- Exit interview and offboarding tools
- Employee relations advisory (noninvestigative)
- Monthly 1.5-hour HR check-in

## Premium HR Advisor

\$1750 / month

**Proactive, strategic HR partnership. Includes everything in Growth HR Partner, plus:**

- Compensation benchmarking (up to 2 roles annually)
- Performance review templates and guidance
- Basic employee engagement survey with summary insights
- Priority email support (24-hour response)
- Quarterly HR risk and planning review

## Ad Hoc HR Consulting

\$85 / hour (15 - 20 hours)

For one-off support, document development, compliance questions, or immediate HR advice.

## Let's Get Started

We'll help you build the HR foundation your business needs to grow with confidence and peace of mind.

***Book a complimentary discovery call today!***

## Why Work With Us?

- ✓ **Saskatchewan HR Expertise**  
Aligned with the Saskatchewan Employment Act, Human Rights Code, and federal legislation.
- ✓ **Practical, Clear Advice**  
No jargon—just straightforward guidance you can act on.
- ✓ **Cost-Effective Support**  
Professional HR expertise at a fraction of the cost of a full-time hire.
- ✓ **Risk Reduction**  
Helping prevent complaints, penalties, and costly mistakes before they happen.
- ✓ **A Trusted HR Partner**  
We work alongside owners and managers to support confident decision-making.