



teresa leigh
household risk management

Human Resources
Solutions for Single
Family Offices



Raleigh, NC • 919-773-9272

• www.teresaleigh.com

• New York, NY • 212-292-4210

Are you attracting and retaining the best SFO staff?

Human Capital is one of the most important factors of a successful family office. A high level of trust is imperative. Consistent turnover and a disgruntled staff can significantly lower that trust and increase the operating expenses of the SFO. An SFO must have the resources to attract and retain a best-in-class work force, ensuring the continuity of a high level of service the family deserves.

How can our Human Resources solutions help your SFO to achieve this goal?

How we increase employee satisfaction:

- Offering employees a safe place to go for mediation and counseling with a resource who is experienced in managing employee relations. We understand the unique work environment of an SFO and the challenges faced by its employees.
- Improving communications between the SFO staff and the family by acting as an objective third party. We can speak on behalf of the family and the staff to resolve issues without the unnecessary heightened emotion.
- Providing employees a resource that has the time and expertise to answer questions concerning benefits and payroll.
- Ensuring employees receive regular performance evaluations and feedback to validate or improve their performance.

How we improve the productivity of SFO staff:

- Staffing the SFO with best-in-class employees.
- Relieving internal staff of administrative duties, i.e. payroll paperwork, benefits enrollments and changes, tracking and reporting, allowing employees to focus on perfecting and delivering client services.
- Increasing effectiveness of managers through coaching and training.
- Implementing proactive change management to lessen the disruption of changes in staff, policy or procedures.
- Creating synergy within the work environment so that employees work together effectively as a team.

How we reduce costs:

- Ensuring compliance with Federal and State employment law reducing the risk of an expensive lawsuit or fine.
- Decreasing labor expenses via effective monitoring of paid time off, benefits enrollment and utilization, unemployment and workers compensation claims.
- Teaching employees how to utilize their insurance benefits to keep premium increases at a minimum.
- Analyzing and restructuring benefit plan designs at contract renewal to reduce costs while maintaining employee satisfaction.

How our HR Solutions benefit the family office:

- Lowering employee turnover, thereby reducing financial loss and the risk of exposure.
- Building stronger relationships between the family and their employees.
- Improving the performance and productivity of the SFO staff.
- Mitigating risk through effective communication and mediation.

We provide the solution

To find out how we can provide this value-added service to your Single Family Office:
info@teresaleigh.com [1-877-222-7292](tel:1-877-222-7292)

Employee Relations

Benefits Administration

Performance Management

Compliance