

# Employee Assistance Program

**Affinity Plan Available to Chamber Members**

## Services Provided:

- Household Aggregate Model
- Highest standards of confidentiality
- Face-to-face personal counseling
- Web-based counseling
- Financial & Legal counseling
- 24/7 crisis counseling
- Chemical dependency evaluations and education
- Monthly employee newsletters sent electronically
- Quarterly Supervisor newsletters sent electronically
- Unlimited access to EAP wellness website
- Wellness education classes
- Annual poster campaign and quarterly e-promos
- Employee & Supervisor orientations
- Unlimited access to Supervisor/HR Helpline
- Utilization reports sent electronically
- Health Risk Assessment
- Nutrition Counseling
- Crisis Management Services
- Formal referral for performance issues
- Formal referral for DFWP or DOT issues
- 1 Hour Customized Training with over 40 employees

## Affordable Rates:

- Call for a customized quote
- Discounts on additional services

## Additional services available at a discounted rate:

- Customized training (in-person or e-training)
- Consulting Services Management

**To join or get more information,  
contact VBI Sales and Marketing:**

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# VBI Consulting Services

## ORGANIZATIONAL ASSESSMENTS

The Village Business Institute's consultants assess organizational strengths and opportunities through interviews, surveys, assessments, focus groups, situational analysis and the review of policies and procedures. Following an assessment, a comprehensive report is provided that includes observations, findings and actionable recommendations. You will be better able to:

- Develop strategies for capitalizing on organizational strengths
- Empower leaders and individuals in your organization
- Institute change more quickly and effectively
- Enhance the decision-making process
- Use conflict to your advantage
- Improve communication across all levels of the organization
- Develop reward systems that reinforce organizational values and goals
- Promote risk-taking, innovation and creativity
- Develop processes that enhance rather than impede employee productivity
- Determine and prioritize customer needs



## EMPLOYEE ENGAGEMENT SURVEYS

VBI's consultants are ready to assist in surveying your employees through the design and implementation of employee engagement surveys, either electronic or hard copy. Our surveys are designed to be objective and anonymous so participants feel comfortable sharing their unique perspectives on your organization, allowing you to make better enterprise-wide decisions.

## STRATEGIC PLANNING

Effective strategic planning and implementation requires a continuing commitment by everyone in the organization. To be effective, strategic planning must be a process of constant vigilance and assessment of customer and stakeholder needs congruent with the organization's vision, mission, values, and culture. It must be a "living document," not a one-time "fix" that ends up gathering dust on the shelf. VBI's Organization Development consultants will assist your organization in developing an effective, practical, results-oriented strategic plan. Through an interactive process based on tried and true strategic planning principles, your strategic plan will incorporate both short- and long-term goals with specific measures and action item details for attaining each goal.



## MEDIATION

VBI's Qualified Neutral mediators help resolve conflicts that negatively affect employee productivity, saving your organization time, expense, and possible litigation fees. Services are available for conflicts involving individuals and small groups. (Mediators are registered under ADR Rule 114 with the state of Minnesota Court System.) Typical mediation disputes involve work unit conflicts, supervisor/employee relationship conflicts, and disputes between coworkers.

