

Today's HR landscape is more complex than ever. Whether navigating difficult HR issues or compliance regulations, nonprofit employers don't always have the resources and support they need.

With HR Workplace, your team can build efficiency into HR workflows, ensure compliance to mitigate financial risk, maintain your nonprofit's integrity, and increase efficiency with resources that can do more for your employees.

## ► What is HR Workplace?

UST HR Workplace, powered by Mineral, is a platform of critical HR tools—including a live HR hotline, thousands of HR templates and on-demand training—that's designed to help nonprofits create a safe, compliant and productive workplace.

## ► Cloud-based HR solution for 501c3 nonprofits

This virtual HR solution streamlines HR workflows, adding capacity to your team and bringing resources to help develop your employees as you grow.

HR Workplace offers:

### Unlimited Live HR Support

- HR Advisors available on demand to support HR needs, offer a second opinion, or provide coaching on critical workforce issues
- Senior level HR professionals with PHR® and SPHR® designations
- Customized support based on organization's sector, employee count and state location

### Employee Training – Complete Learning Management System (LMS)

- More than 350+ compliance-related courses are featured, covering such topics as: Harassment prevention, Safety & OSHA, Compliance, Diversity, Equity & Inclusion
- Diverse trainings suitable for new hires and skill development for existing employees.
- Workplace harassment prevention training courses

### Smart Employee Handbook Builder

- Build federal and multi-state compliant handbooks; Spanish translation available
- Stay current with the latest HR and legal employment policies
- Receive timely alerts and updates
- Updates state and federal policy changes as they happen

### HR Compliance Resource Center

- Compliance guidelines and checklists
- HR Audit Checklist
- Job description builder
- Performance review tools
- Salary benchmarking

Sign up for a **FREE 60-day trial!**  
Find out if UST HR Workplace is right for your organization  
by calling (888)-249-4788 or email us at [info@chooseust.org](mailto:info@chooseust.org).



(scan me)

"I love how easy [UST HR Workplace] is.  
I especially like that if you can't find what you're looking for on the website, you can email your question and get a very thorough response."

Christian Senior Services