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Ellucian Talent Management

by **NEOED**



Recruit, retain, and engage top talent

Resources tend to flow toward the areas of greatest need, but when it comes to employees, the needs are so great that compromises may feel inevitable. How can institutions strike the right balance between employee recruitment, development, and management? From finding ideal candidates and maintaining a commitment to equitable hiring, to addressing the unique experiences of various employee types and creating growth from within, there are a multitude of moving parts that must be efficiently managed. Look no further than Ellucian Talent Management by NEOED.

Made up of three integrated modules—**Recruit and Onboard, Develop, and eForms**—Ellucian Talent Management addresses the many challenges facing human resources teams in higher education. By automating and supporting the entire employee lifecycle through a collaborative, configurable solution, HR departments can easily deliver superior results for recruiting, nurturing, and managing faculty and staff.



Automate your recruitment

The Recruit and Onboard module automates hiring by centralizing the process of attracting, screening, and landing a qualified candidate who can be productive on day one. While maintaining an equitable hiring process, the Recruit and Onboard module cohesively integrates customizable career sites, an applicant tracking system and an onboarding tool to deliver a more efficient and compliant recruitment process.



Attract and screen

- Create descriptive job postings that include custom photos and video
- Share job listings to partner sites like HigherEdJobs.com and InsideHigherEd.com
- Leverage built in rating matrices for search committee review of candidates
- Streamline communication with text messaging, automated e-references, electronic offer letters and a self-service portal
- Provide insightful reports and metrics from compliance, diversity, and inclusion initiatives
- Integrate multiple background checks with assessment providers

Hire and onboard

- Accelerate onboarding by providing new hires access to online forms before their start date
- Auto-assign tasks to multiple stakeholders and track completion
- Reinforce job duties, expectations, and assign mentors
- Schedule check-backs to drive engagement and address concerns in the first 90–120 days to increase retention
- Automate offboarding tasks, document exit interviews, and formalize knowledge transfer from vacated positions
- Simplify rehires and seasonal employee onboarding



Develop your teams

The Develop module enables HR teams to build a highly-skilled workforce. By empowering managers with professional development tools and customized training programs, employees across all campus departments can achieve development and be managed through a unified dashboard. Career development and retention have never been more crucial. With an employee pool that that can span generations, as well as the increase of on-site and remote workforces, keeping faculty and staff trained and organized is becoming increasingly difficult. With a robust, configurable evaluation functionality, and an integrated learning management tool, the Develop module enables educational institutions to coach employees and position them for long-term growth.



Coach and perform

- Empower managers to track employee performance and provide continuous feedback
- Establish individual employee goals, measure progress, and identify areas for improvement
- Set reminders for managers to schedule check-ins and evaluations and track the status of completion
- Generate reports and analytics to identify strengths and areas of opportunity for improvement
- Organize performance reviews with multiple managers, traditional one-on-one sessions, or offer an opportunity for employee self-evaluation
- Create an audit trail to justify pay increases, promotions, and tenure tracking
- Manage 360 feedback reviews from a centralized hub using surveys for staff and faculty



Grow and learn

- Improve productivity and drive cost savings by automating enrollment in both online and classroom training
- Centralize and track training across the organization, while giving managers the ability to assign custom learning plans
- Choose from a library of over 1600 courses covering topics such as Title IX, FERPA and Sexual Harassment—upload pre-existing courses or build content from scratch
- Create quizzes to measure command of material and issue certificates upon completion
- Track external trainings and conferences for continuing education credit

Manage your employees

The eForms module ensures HR teams stay organized across the entire community. Engineered to support the nuanced requirements of educational institutions, the eForms module is compatible with Ellucian Banner or Colleague Human Resources. It can store and centralize personnel files that span an employee's entire work history in a secure document repository with configurable access permissions. Easily create or convert electronic forms that can be signed, routed, and processed online.



eFORMS



Ellucian is the world's leading provider of software and services that power the essential work of higher education institutions. More than 2,700 institutions in 50 countries rely on Ellucian to enhance the student experience for over 20 million students. Visit Ellucian at www.ellucian.com.

NEOED

NEOED partners with Ellucian to offer Ellucian Talent Management. This solution is a SaaS workforce management platform developed specifically for the education sector. With a focus on security and compliance, our integrated solution automates the HR processes that support the entire employee lifecycle. Hundreds of educational institutions of all shapes and sizes—from universities and community colleges to K-12 school districts—trust NEOED for their talent management needs.

