

HOW WE HELP EMPLOYEES ASCEND THE LMH CAREER LADDER

TUITION REIMBURSEMENT

Many positions at LMH require some level of college education and LMH assists eligible employees receive this valuable instruction:

- LMH will reimburse a maximum of 2 classes per semester (up to the equivalent of 8 credits) at the State University rate for credit hours.
- Available for undergraduate, graduate and specialized/technical-training classes related to the employee's position or for career advancement at LMH.
- Offered to regular part time (20+ hrs/wk) and full time employees who have successfully completed 90 days of employment.

HODGES UNIVERSITY

LMH has a written agreement with Hodges University (formerly International College), that allows for a significant discount towards the cost of tuition if the requisite amount of eligible employees register for classes

- Eligible employees each receive a \$100.00 discount (per credit hour) on cost of tuition.
- Hodges University has locations in Ft. Myers, Naples and Sarasota.

LICENSURE INCENTIVE

Many Master's level Clinicians do not have a professional license (LMHC, LCSW, LMFT, CAP or similar) upon hire but plan to attain these credentials. LMH can help eligible employees...

- As available, *Qualified Supervisors* (members of LMH staff) will provide clinical supervision to PT/FT Clinicians *at no cost to the employee/Clinician*. (Eligibility criteria will apply)
- LMH will give the *Qualified Supervisor* (Q.S.) a lump sum payment for every quarter of supervision provided. (Eligibility criteria will apply)
- Upon attainment of licensure, employees may apply for a promotion in accordance with company policies and procedures.

CEU's - On-Line

Part-time/full-time Licensed Clinicians, RN's, LPN's, CAP's and CAAP's can enjoy a convenient way to earn much needed continuing education units (CEU's).

- Through LMH's contract with *ContinuedLearning*, eligible employees gain access to FREE web-based training!
- Eligible employees can save precious time and money while earning CEU's in the comfort of their own home.

ANNUAL PERFORMANCE EVALUATIONS

Each year employees receive an evaluation of their work performance from their supervisor

- We strongly promote employee participation in this process and allow ample opportunity for employees to provide feedback, express interests and share aspirations
- Goals for the following year are identified during each evaluation and supervisors will encourage and support the employee in their efforts to move towards their ambition over the following year.

SUPERVISION

Each program/department holds regular (individual, group or both) staff meetings. Employees are persuaded to use the time to ask questions and learn as much as they can.

COMMITTEES and/or PERFORMANCE IMPROVEMENT TEAMS

Joining either of these is a terrific way to gain familiarity with other parts of the organization while contributing to an on-going review process or the enhancement of a LMH system

- See and be seen! Gain exposure to several leaders and decision makers in the agency
- Allows *others* the chance to observe the talents and skills many of our employee have as "doers", "problem solvers", "collaborators", "creative thinkers", "eloquent speakers", etc.--- this may help later on when new opportunities become available.

TRAINING

Even an expert needs continuous training in their field:

- *Internal* - Regular in-service training is provided to all employees to assist in maintaining competence for various positions at LMH.
- *External* - Opportunities to attend training outside of LMH are posted by HR and are forwarded to supervisors.

JOB VACANCY LISTING

LMH strives for a diverse workforce in all positions. We work to ensure every employee has an equal opportunity to apply for vacant positions and advance their careers.

- All open positions are posted for a minimum of one week, as per LMH procedures
- The Job Vacancy Listing is updated every Friday and is posted immediately outside of the HR offices, on the LMH company website and is distributed to each program weekly.
- For current employees - applying internally is fast and easy!

FLEXIBLE SCHEDULES

Time is a continuous factor in an employee's ability to reach their goals (Ex. Returning to school)

- Since many LMH programs are open 24/7, this naturally creates a variety of schedules for several types of positions.
- While always maintaining the primary focus of meeting the needs of the people we serve *first*, many supervisors try to be flexible when developing a schedule for their employees.
- *Customer/business need, staffing level, availability of hours, work performance and seniority all impact the ability to be flexible.*

HUMAN RESOURCES

HR is open Mon.– Fri. (8a to 5p). Employees can stop in to learn more about any of the above

- We are eager to retain our employees and aid in the achievement of their goals!
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