

Rahel Y. Smith, SPHR, SHRM-SCP

**Senior HR Consultant,
Advisory**

Walnut Creek
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Overview

Rahel has spent 20 years serving as a trusted HR leader and consultant to small businesses and nonprofits. She brings extensive HR experience and business acumen to our team, with a particular focus on HR infrastructure development, business process engineering and change management. She is passionate about setting clients up for success and appreciates the impact a positive workplace and responsive HR department can have, on both employees and on the bottom line.

Recently, Rahel helped a client update job descriptions for more than 50 employees. The project involved extensive collaboration with staff at all levels, and brought consistency to expectations for parallel roles. Leadership now has increased clarity about job roles, and employees know what is expected of them. The new job descriptions serve as a basis for annual evaluations, promotions and career progressions, ensuring a new level of equity and transparency that is in line with the client's organizational values and priorities.

She excels at assisting clients with Employee Handbook updates, StrengthsFinder trainings, team building exercises, bullying investigations and manager coaching. Rahel also has a strong background in developing new workplaces policies, including dog policies, remote work policies and equitable phone reimbursement practices.

Rahel supports clients as they adapt to a culture that embraces remote workers and distributed teams. She also leads all-staff trainings about "Communicating within a Diverse Workplace."

Interesting Tidbit

Rahel grew up in the Bay Area. When not at work, she is often occupied with gardening, games, Puzzlehunts, riding her recumbent bike, preparing Shabbat dinner or chilling on the couch with her spouse and her cat.

Community

- Next Concept Human Resources Association (NCHRA)
- Member – Society for Human Resource Management (SHRM)
- Member – CompassPoint Networks for Nonprofit Finance & HR Professionals

Certifications

- Senior Professional in Human Resources (SPHR)
- SHRM Senior Certified Professional (SHRM-SCP)

Services

HR Consulting Services
HR Recruiting
HR and People Services
Outsourced HR
PEO Transitions

Education

BA/Environmental Studies – Oberlin
College