

Avael & Associates Services

Contract Services

Avael & Associates can provide organizations with comprehensive project management services, allowing CEOs and CFOs to focus on other organization-specific duties and responsibilities. We can provide contract management services to non-profit organizations, assisting with the development of and monitoring of contracts to ensure contracts comply with federal, state and local regulations.

Accounting Services

Avael & Associates can provide organizations with comprehensive provide forensic auditing service; preparation of 990s; and bookkeeping, outsourcing services.

Board of Director Services

We provide board governance assistance and guidance and will develop bylaws, procedures and board protocol for newly formed boards.

National Accreditation Services

For those organizations that are interested in accomplishing national accreditation, Avael & Associates have the experience and talent to walk managers through the accreditation process. Avael & Associates will train staff members with the national accreditation protocol and monitor the organization's accreditation progress.

Business Development

Strategic Planning: Avael & Associates will assist organizations with their long and short-term planning. We can incorporate Environmental Scans, SWOT analysis and goals and objective exercises while guiding the organization in the development of their strategic plans. We will also help organizations develop their mission, vision, and core value statements.

Customer Services Development

Avael & Associates will assist with the development of customer services standards and will train staff to improve their customer skills.

Performance
and Outcome Measurements
Avael & Associates will assist organizations with the development of operational key outcomes and indicators, and outcomes associated with their strategic plans.

Performance Evaluations

Avael & Associates have extensive experience in the development of performance evaluation tools and will assist organizations in adopting a custom performance evaluation program that will meet the organization's needs and standards.

Focus, Summits and Retreat Groups

Organization
proposals and/or issues that are not expressed and communicated well to residents have less chances of success. Poorly communicated programs and strategies in response to community issues and concerns usually fail. Avael & Associates will develop strategies that will facilitate the adoption of projects and programs and that will solve community issues and concerns. Avael & Associates will institute focus groups and community summits that will address organizations' programs, projects, community issues, and concerns. Avael & Associates will deflect any perceived animosity and antagonism from the organizations' managers that may exist with projects, proposals or community issues and concerns. Avael & Associates will also develop and perform staff retreats on any topic matter affecting the organization.

Team Building

The
downturn as the result of the nationwide economy has necessitated organizations in laying off employees. Stakeholders are now complaining that employee lay-offs have resulted in a decline in organization performance. Avael & Associates will assist with improving performance by developing organization teams with managers, directors, and line staff. Avael & Associates has extensive experience with the development of Self-Directive Teams with managers, directors, and line staff and police department personnel.

Executive Search and Recruitment:

Avael & Associates knows what organizations expect from executive searches and

recruitment of executives. Julio Avael has been recruiting managers over twenty years. We can relieve managers and policy boards with the daunting task of finding managers and directors to fill their vacant positions. Avael & Associates will handle the entire recruitment process, professionally, ethically and confidentially.

Resume Development:

A well-written resume and introductory letter are exceptionally important and can be the deciding factor that wins a personal interview. Avael & Associates will help employees with the development of their resumes and introductory letters.

Interim Manager

Avael & Associates can assist organizations either in finding an interim manager/administrator from our own professional staff or from the outside market.

Grant Funding Assistance

Avael & Associates can assist providers develop responses to RFPs and help with the implementation of their written plans in any social or human services discipline including juvenile justice, family services, and homelessness.

Executives Interviews Preparation

Avael & Associates has the tools needed to help managers, supervisors and executive leaders prepare for promotional interviews.