



Miller Center
for Social Entrepreneurship

ONergy Human Resources Manual

Our team was tasked with updating ONergy's internal Human Resources manuals to facilitate bringing new employees onto the ONergy team. After looking over ONergy's Rule Book and Code of Conduct for new employees, we reached out to Ricardo Levy (LinkedIn: <https://www.linkedin.com/in/ricardo-levy-b742ba16>) for professional guidance. Levy is a successful Silicon Valley entrepreneur and a GSBI Mentor for social entrepreneurs around the world. He advised us to create a new Human Resources document highlighting the values of ONergy as a company.

This document was sent directly to ONergy and is meant to be distributed to new employees along with the Rule Book and Code of Conduct, since the information in those documents is still important for all employees to know. The new HR manual will show what employees should do to embody the values of ONergy, and the Rule Book and Code of Conduct can be a reference for specific rules and other information.

We suggest ONergy distribute the value-based Human Resources document to all new hires and conduct a short workshop on ONergy values for new employees. At this workshop, new employees could ask questions about the office culture and experienced employees could elaborate on how they maintain the values of ONergy in their work and give examples. We hope this new Human Resources document will assist ONergy in the process of hiring and training new employees as they continue to scale.



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