

Implementation Strategy

A well-executed and effective implementation plan is key to building a partnership with confidence. We've implemented many recruitment solutions over our 40 year history and have the expertise to ensure you achieve more through your recruitment process, from saving time and money, to enhancing your candidate experience. We understand the trepidation you may feel when implementing a solution.

To ensure a successful implementation, a good recruitment partner will create a detailed Implementation Project Plan. A typical implementation will take approximately 13 weeks to go live. We recommend creating a collaborative Implementation Team who are responsible for managing all aspects of the process up until a month beyond the live date to ensure a successful implementation.

[Skip to the next section >](#)

There are six key elements your recruitment partner should consider during implementation, that must be included in the implementation plan:

01

Communication

Effective communication throughout the project is key. This ensures Hiring Managers are kept informed at all stages and establishes a platform to build strong working relationships. Clear communication is also essential to keep the supply chain and workers fully informed. Setting clear communication expectations and deadlines at the beginning of the implementation project is an important step to sustain adequate visibility and control throughout your hiring processes.

02

Understanding the business and recruitment process

Each area of your organisation has its own hiring needs and expectations. Therefore, it's important your new recruitment partner understands each area fully. A key part of the implementation process is to meet the relevant staff for each area in order to develop documents outlining needs and requirements, and to brief suppliers accordingly, to ensure there's no disruption to day-to-day business operations.

03

Invoicing

Although invoicing takes place after implementation, it's important to plan ahead to make certain consolidated invoices are provided in the correct format with the right information. Your recruitment partner should work with you to capture these details.

04

Agency worker regulations

Ensuring you have all the tools and technology in place to adhere to all relevant agency worker regulations is vital and should be addressed in the implementation process. As regulations are updated, an experienced recruitment partner will bolster your organisation's compliance and guide you through any changes.

05

Supply chain

Ensuring effective engagement with the incumbent supply chain to secure comprehensive supply capability from commencement of the contract is crucial to maintaining business as usual. A newly appointed supply chain manager will engage with the supply chain in order to agree contractual terms, define the recruitment process moving forward, provide access to your e-recruitment tool and agree the metrics which will be used to measure performance. Your new recruitment partner should meet face-to-face with each and every supplier and provide each supplier with a named contact who will respond to any queries during the implementation process.

06

Contingent worker migration

In some cases, contingent worker migration may take place. In this situation, a contingent worker transition team should be set up and available on-site at all times once your recruitment partner is appointed. At Rullion, we meet with every contingent worker personally during this process, in order to answer any questions and to provide reassurance.

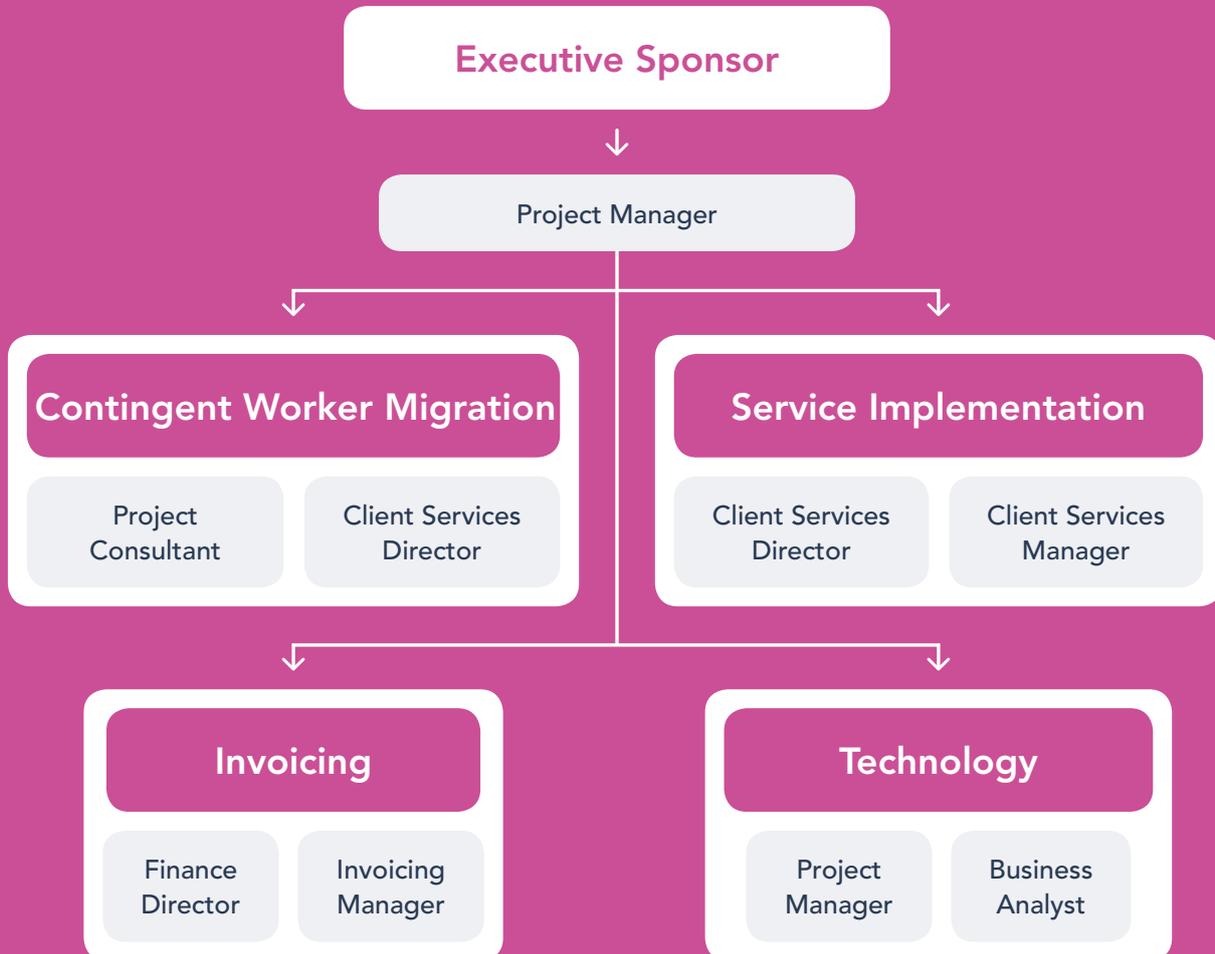
Setting up an Implementation Team

Once you have identified the key workstreams, your recruitment partner should set up an experienced and capable implementation team. A summary of the key roles required is below, with an example of the team set up:

Executive Sponsor	Will oversee the successful transition of the agreement. They will provide strategic management to the individual work teams and report progress to stakeholders.
Project Manager	Will oversee the day-to-day coordination of implementation activity, providing weekly project status updates, managing the actions log and risk register, and ensuring the agreed project plan is adhered to.
Contingent Worker Migration Team	Will oversee the migration of the incumbent workers, including effective communication throughout the process, meeting on a one-to-one basis with workers, gathering the required documentation, and preparing and distributing contracts.
Project Consultant	Will manage the transition to the new service delivery arrangements which cover all contingent workers on-site. The team will manage the introduction of the new arrangements for fulfilling worker roles, build Hiring Manager relationships and introduce the innovations for the new agreement.
Finance Manager	Will ensure an agreed format for consolidating invoices, incorporating a detailed data breakdown of each invoice in compliance with all your procedures.
Technology Manager	Will manage the development of the chosen e-recruitment system, incorporating the requirements of the agreement.



The below shows how these roles work together:



"I would like to thank Rullion for their outstanding support to enable a timely and efficient implementation. This has been an extensive project and the complexity of our requirements has been met with considerable technical skill, adaptability, and patience."

HR Manager
MSP Partner

Implementation Timeline

Below you'll find an example of the timeline and processes in place for the implementation of a new outsourced recruitment solution.





About Rullion

We exist to unlock the potential in all of us, by creating products, services and experiences that help make the world of work more fun and fulfilling.

We're committed to evolving with our clients, priding ourselves on being the trusted partner of some of the UK's best-known brands.

Managed Solutions

100% retention of our clients with an "excellent" NPS rating

Talent Consultancy

Multi-award winning innovative talent solution service

Staffing Solutions

Average tenure of our 175 recruitment professionals is six years

myRecruiter

Flexible recruitment technology

For more information about Rullion and our outsourcing solutions, get in touch:

Melissa Harrison

E: Melissa.Harrison@rullion.co.uk

T: 0203 201 1240