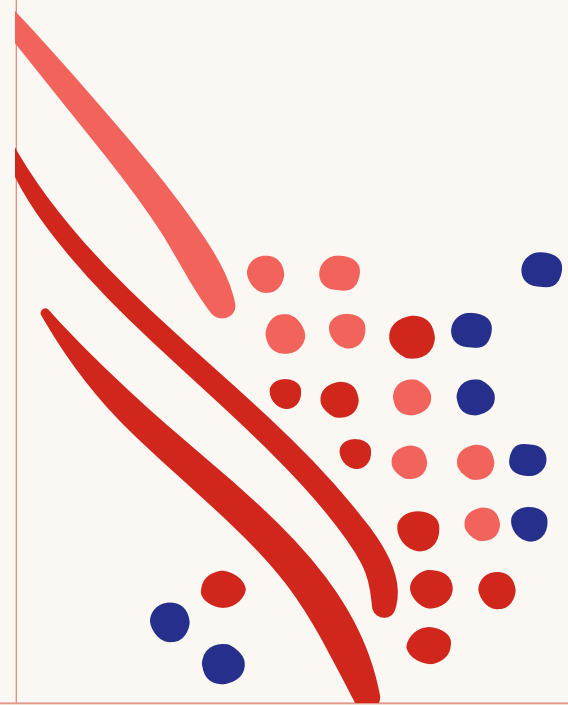# Free Yourself From Ad Hoc HR

There's a chance your business may be handling important HR stuff such as payroll, time tracking, benefits, and performance reviews without a certified, dedicated HR expert. This actually happens all the time. People who take on these crucial HR responsibilities in addition to their "day jobs" are what we call ad hoc HR managers (aHRMs). If this is you, you aren't alone.
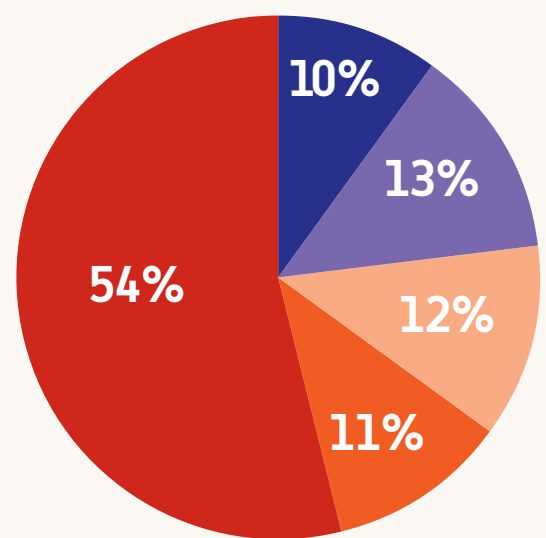
70%
of smaller companies **have aHRMs**

And the majority of these aHRMs are also leaders with a lot of responsibility:

- Owner
- President or CEO
- Finance
- Office Manager
- Other (like VP Ops or COO)

54% Owner
10% President or CEO
13% Finance
12% Office Manager
11% Other

HR is a necessity for growing businesses, yet some companies aren't prepared.

32% plan to add employees over the next 12 to 18 months, but just **2%** plan to hire HR staff.

Many use more than one employee as an aHRM.
Company size and average number of aHRMs

Company size	Average number of aHRMs
25-49 employees	21
10-24 employees	16
5-9 employees	14

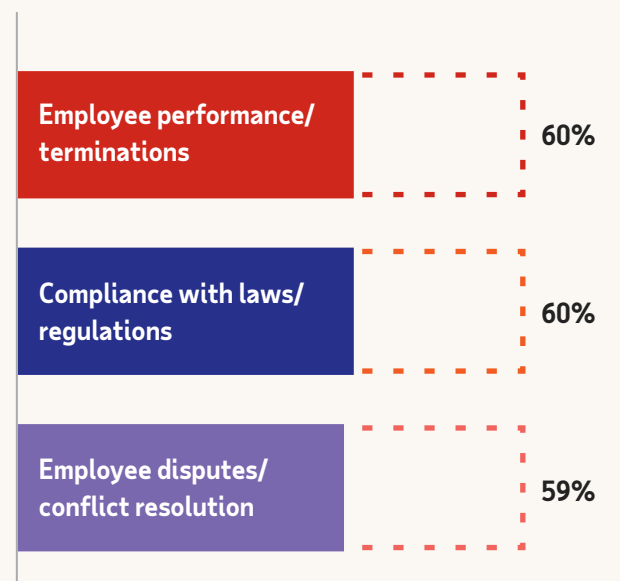## But there are risks associated with this.

82% aren't certified in HR

29% use zero outside services to help manage HR functions

It can also be stressful for aHRMs, leaving them to feel like their companies are at risk in these areas:
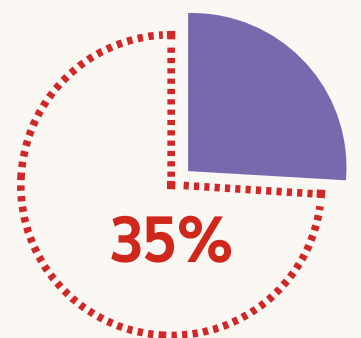
- Employee performance/terminations — **60%**
- Compliance with laws/regulations — **60%**
- Employee disputes/conflict resolution — **59%**

1 in 5
trusts their ability to manage HR without making a mistake.

78%
worry about keeping up with changing regulations

Plus, not all aHRMs are happy with this role.

35% would keep performing these tasks, given the choice.

Good news: We love this stuff.
Learn more about the risks of using aHRMs and how our dedicated team of experts can help.

To learn more, go to **adptotalsource.com** or call **800-HIRE-ADP**.

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