



A POWER OF HR TOOL

The HR Value Tracker

A simple daily-through-annual rhythm for tracking and telling the story of the value HR brings all year long.

A companion resource to
The Power of HR
by Joey V. Price

KEEP GOING

When you want a partner, not just a workbook

Jumpstart HR helps you two ways. We can take real HR work off your plate — the hiring, the compliance, the day-to-day — so you have room to lead. And we dig into the HR tech market for you, so when it is time to choose a new tool, you can pick with confidence instead of guessing. Whichever you need, we would love to meet you.

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A companion tool to The Power of HR: How to Make an Organizational Impact as a People-Professional.

Why this cadence works

HR's value is rarely underestimated because the work is not valuable. It is underestimated because the value is not visible on a rhythm anyone else can see.

This tracker fixes that. Each layer does a different job. The daily layer keeps you close to what is actually happening, so nothing surprises you. The weekly layer keeps your team aligned and lets you course-correct while it still costs nothing. The monthly layer surfaces patterns that a single week would hide. The quarterly layer is where you report, plan, and connect your work to the business cycle everyone else is running on. And the annual layer is where the whole year becomes a story you can tell.

Run the small layers consistently and the big ones write themselves. By the time you reach the quarterly report, you are not reconstructing what happened. You already know.

Start with one layer. Add the next when the first is a habit.

Daily

Cycle starting: ____

- ☐ Monitor key metrics through your HR dashboard: engagement, turnover, performance, attendance
- ☐ Collect employee feedback through check-ins, a pulse survey, or an open channel

What did I notice today that I would not have noticed otherwise?

Weekly

Week of: ____

- ☐ Hold the HR team meeting: progress, concerns, key metrics, in-flight projects
- ☐ Run performance check-ins on short-term goals, progress, and obstacles

What changed this week because of something we saw?

What needs attention next week?

Monthly

Month: ____

- ☐ Run the engagement survey and analyze what came back
- ☐ Deliver training and development
- ☐ Review your metrics against target

Metrics review

Metric	Last month	This month	Direction	Note

What pattern showed up this month that a single week would have hidden?

What did the engagement data tell us, and what are we doing about it?

What development did people get this month, and what capability did it build?

Quarterly

Quarter: ____

- ☐ Complete a comprehensive review of HR initiatives and their impact
- ☐ Run strategic planning: objectives, priorities, and resources for next quarter
- ☐ Produce and deliver stakeholder reports

Initiative review

Initiative	Objective	Where it stands	Impact so far	Continue, adjust, or close

Strategic planning for next quarter

Priority	Why now	Business objective it serves	Owner	Success measure

Stakeholder reporting

Stakeholder	What they need to hear	Format	Delivered

What is the strongest evidence of HR's contribution this quarter?

What did not work the way we expected, and what did that teach us?

What are we changing next quarter as a result?

Annual

Year: ____

- ☐ Publish the annual HR report: contributions, key metrics, impact, presented to leadership
- ☐ Complete the annual strategic review
- ☐ Build next year's budget
- ☐ Review and refresh policies

Annual report content

Section	Key message	Supporting data
Headline contributions		
Metrics that moved		
Initiatives delivered		
Investment and return		
Priorities for next year		

Strategic review

What were the three most valuable things HR did this year?

Which metrics improved, and what drove the improvement?

What did we learn that changes how we work next year?

Budget planning

Area	This year	Requested	Justification

Policy review

Policy	Last reviewed	Change needed	Owner	Target date

One thing I want to be true about HR's standing in this organization twelve months from now: