



Jefferson James Consulting

Take your business to the next level by building, documenting and optimizing every aspect of your operations — from your people to your systems.

What We Do

Perhaps your team has grown overnight and needs standard procedures. Or, you're on track to open another location and need to optimize and replicate. Maybe you're ready to exit your business and need a tidy package for the perfect buyer.

Wherever you are, we can help.

Problems We Solve



Employee Onboarding

Reduce the time and effort to get new employees up and running. Stop the reliance on key employees for tribal knowledge.



Daily Oversight

Remove leadership from day to day activities. Give employees the direction and tools to execute in a trusted and standardized way.



Business Exit

Prepare to sell for top-dollar, whether in the near or long term. Create comprehensive documentation for a lift and shift business.

Our Services

Process Optimization

- New process creation
- Standardization of multiple processes
- Current process audit and streamlining
- Metrics and management routines

Documentation

- Cross-functional process maps
- Detailed process maps and standard operating procedures (SOPs)
- System and user guides

Systems + Tools

- Audit and streamlining of current tools
- Requirements gathering and mapping
- Tool evaluation and selection
- Process set up in new tool/system

Change Management

- Project and communication plans
- Rollout of new process and/or tool
- Training development and delivery



ABOUT US

Jefferson James Consulting focuses on business operations, and the people who run them.



FOCUS

From 15 years of running corporate operational teams and supporting organizations of thousands, we have a deep expertise in the foundational elements that support a thriving business — People, Process and Systems.

Our approach to operations starts with the way your business works every day, from your employees to your clients. Then we find innovative ways to streamline and optimize how you do it.



DANIELLE JEFFERSON

CEO Jefferson James Consulting

“A successful business starts with great processes. Give your employees clear direction, effective tools and the empowerment for continual improvement. Everyone tends shop.”

AT A GLANCE

- 20 years of operational experience
- Six Sigma Black Belt certified
- Project, change and system management expertise

BENEFITS

- Organizations with well-documented processes saved, on average, 45% more time than those without (APQC)
- Companies with best-in-class process management achieved a 17% improvement in employee productivity (Aberdeen Group)
- Improving processes resulted in an average cost reduction of 30% to 40% (IOMA)



danielle@jeffersonjamesconsulting.com



www.jeffersonjamesconsulting.com