



Capability Statement

SUMMARY:

Top RANK is an executive search & diversity consulting firm, founded in 2018, headquartered in Cedar Rapids, Iowa. We are unapologetically passionate about collaborating with you to influence positive change in diversity, equity, inclusion and belonging principles (DEI&B) throughout the fabric of your organization.

We provide facilitated solutions that are tailored for your organizational objectives while always keeping the collective in mind. We closely partner with organizations to better understand their workforce culture through the lens of their people. With this knowledge in hand, Top RANK assesses organizations and helps identify the appropriate DEI&B solutions that will best influence change and impact business.

It is critical that organizations understand the foundation of DEI&B, how these four pillars resonate on a personal and professional level, and are **willing from the collective to invest the moral energy and resources necessary** to create a transformative culture that weaves DEI&B throughout the fabric of the organization. By developing this type of culture, organizations can then navigate the best path to locating and retaining quality, diverse talent in a welcoming environment in today's challenging labor market.

CORE CAPABILITIES:

Facilitation Sessions	Assessments
<ul style="list-style-type: none"> • Diversity-to-Belonging Facilitation • Culture Facilitation • Diversity Offsite Leadership Retreats • Summit and Conference Facilitation • Bias • Executive Alignment Workshops • Leading Culture • Team Building Initiatives • Emotional Intelligence • Neural Leadership • Thought Leadership • Performance Management • Sexual Harassment and Assault 	<ul style="list-style-type: none"> • Organizational Culture • Diversity-to-Belonging • Leadership • Sexual Harassment and Assault Climate • Strategic Source Review • Employee Lifecycle Assessment • DEI&B Culture Survey* <p><i>*We do not recommend traditional surveys as a first step, and welcome a discussion on our philosophy.</i></p>

Coaching & Consultation	Talent Acquisition	On-Demand Training
<ul style="list-style-type: none"> • Culture Conflict, Crisis, Community Dialogue • Change Management • Strategic Workforce Inclusion • Executive/Board Coaching • Individual and Team Coaching • Influencing Diversity-to-Belonging • Workforce Survey Management • Diversity Leadership Coaching 	<ul style="list-style-type: none"> • Diversity Focused • Executive and Professional Roles • Contingency or Retainer Partnership Models • Recruiting and Retention Plans • Talent Development 	<ul style="list-style-type: none"> • Train-the-Facilitator • DEI&B: 101 • Unconscious Bias • Cross Cultural Communications: Water Cooler Skills • Executive Alignment • Booster Engagements <ul style="list-style-type: none"> ○ Lunch & Learn Sessions ○ Keynotes



Coaching & Consultation	Talent Acquisition	On-Demand Training
<ul style="list-style-type: none"> • DEI&B Strategic Plans • Employee Resource Group, DEI Council Development 		

PARTIAL CLIENT LIST:

Government/Municipalities	Private
<ul style="list-style-type: none"> • City of Dubuque, Iowa • Johnson County, Iowa • Linn County, Iowa • Cedar Rapids (Iowa) Community School District • Linn Mar (Iowa) Community School District 	<ul style="list-style-type: none"> • Cedar Rapids Association of Realtors • Iowa Lakes Corridor Development Group • Mt. Mercy University • Skanska USA • Tata Consultancy Services

CERTIFICATIONS:

- ★ Certified Diversity Executives (CDE®)
- ★ Trained Diversity-to-Belonging and Culture Facilitators
- ★ Iowa Certified Targeted Small Business
- ★ 100% Disability-Owned Business
- ★ 67% Minority-Owned Business
- ★ 67% Veteran-Owned Business

PARTNERS:



GENERAL INFO:	CONTACT INFO:
<p>Registered Company Name: Top R.A.N.K., LLC DBA: Top RANK Year Incorporated: April 10, 2018 State of Incorporation: Iowa Corporation Type: LLC D&B D-U-N-S #: 08-148-3097 Cage Code: 8FB67 NAICS: 561311, 561312, 561330, 541612, 611430</p>	<p>Email: info@topranktalentsolutions.com Phone: 319-261-9403 Web: www.topranktalentsolutions.com Address: 118 3rd Ave SE, # 309 Cedar Rapids, IA 52401</p>