

THE RETREAT

Retreat NJ, LLC Workforce Development and Job Creation Plan

Introduction

As a woman-owned business, Retreat NJ, LLC (Retreat) will provide the foundation for developing an inclusive and diverse workforce and work environment. Retreat will recruit and hire locally, utilize local vendors whenever possible, work with local organizations to recruit qualified residents, and align with other organizations and agencies that support women, veterans, seniors, low-income, and other disadvantaged residents. All staff will participate in diversity and cultural awareness training during onboarding. Additional education, training, and mentorship programs will be available to support career advancement and entrepreneurship.

Hiring and Staffing

Retreat's recruitment plan will use multiple forms of outreach to recruit from Jersey City's culturally rich and diverse community, including job fairs, web postings, and team member referral programs. The company will offer shift beginning and ending throughout the day to ensure that persons with family commitments, especially women who are under-represented in the cannabis industry, have the opportunity to find positions within their schedule limitations.

Further, Retreat is eager to promote from within whenever possible. As operations expand and the company hires new team members, Retreat will create advancement opportunities internally to grow with the company.

Retreat's staffing plan will adhere to regulations outlined in N.J.A.C. 17:30 subchapter 8. Every owner, principal, management services contractor, team member, or volunteer will register with the NJ Cannabis Regulatory Commission and meet all requirements to be issued Cannabis Business Identification Card before starting work. All team members and volunteers will be at least 21 years of age, complete training approved by the Commission, pass a criminal history background check under N.J.A.C. 17:30-7.12 and comply with procedures established by the Division of State Police pursuant to N.J.A.C. 13:59 for obtaining readable fingerprint impressions. Retreat will notify the State Commission within ten business days of employment or termination for any reason of cause or convenience.

Job Creation

Based on State regulations and experience, initial business analysis has determined the needed staff to establish, manage, and operate the facility over the next 24 months. These positions include Store Manager, Assistant Store Manager (3), Store Associates (15), Personnel (3), and Community Outreach Director.

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Diversity and Nondiscrimination

Managers and team members across the company will play a key role in fostering diversity within the organization. Retreat's founding members believe community involvement builds stronger local ties, which is why we have included a Community Outreach Director in our staff. Further, we will encourage and incentivize all team members to volunteer for local charities and civic organizations. Involvement with these organizations provides excellent networking opportunities and fosters collaborations that may enhance Retreat's access to a larger pool of candidates.

Retreat is committed to encouraging collaboration, flexibility, and fairness to enable all individuals to contribute to their full potential and further team retention. Team members are encouraged to communicate openly and share information freely among colleagues.

Retreat will provide equal employment opportunities to all applicants without regard to race, color, creed, religion, gender, sexual orientation, national origin, age, disability, genetic information, marital status, military status, or any other characteristic protected under applicable federal, state, and local laws. The company will comply with all laws governing nondiscrimination in employment. These policies will apply to all terms of employment, including, but not limited to, hiring, placement, promotion, termination, layoff, recall, transfers, leave of absence, compensation, and training.

The company will integrate diversity training into standard training programs to inform team members about gender biases, social and cultural perceptions, sexual harassment, and disability understanding. The company will create a welcoming and accepting work environment that values and fosters diversity to ensure all team members, patients, and visitors can connect and collaborate professionally. Retreat will also provide comprehensive training on topics related to diversity and inclusion, such as communication techniques, cultural awareness, and unconscious bias.

Retreat additionally intends to implement a team development program that includes creating training opportunities and pathways to employment and advancement for disadvantaged community members. The company recognizes it must tailor this plan to community needs and will continue to work with local organizations, business leaders, elected officials, and other key stakeholders to shape this and other programs to the region's specific needs. Retreat will provide meaningful jobs with good wages and benefits that offer team members a pathway to career advancement. To that end, our Retail Associates will start between \$17 to \$20 per hour as we feel a living wage will help build and foster a team that is inspired to contribute to the Retreat and the Jersey City community.

In addition, Retreat recognizes the importance of creating opportunities for entrepreneurship, particularly among traditionally underrepresented populations such as people of color, women, immigrants, veterans, disabled individuals, and other minority groups. That is why we are

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committed to working with a local organization in providing entrepreneurial training programs.

Onboarding and Training

Retreat will provide training to all owners, principals, employees, volunteers, and management services contractor staff to adhere to the regulations outlined in N.J.A.C. 17:30-9.8. No person shall begin working at the company before training in accordance with N.J.A.C. 17:30-8.1(b). The Retreat will utilize a combination of on-the-premise and 3rd party provider training programs to achieve this. The company will ensure that all personnel, especially those with direct contact with customers, understands, are adequately trained, and are qualified to perform their duties.

Training plans will be tailored specifically to the skills and duties of each role. Each training plan will include personnel education on the technical knowledge of cannabis, including cannabinoid varieties, the plant's life cycle, the post-harvest process, cannabinoid dosing and delivery method recommendations, sanitation and cleanliness, safety and emergency protocols, security overview, and patient sensitivity awareness.

Position-specific training will include reviewing each team member's job description and employment contracts that identifies their duties, responsibilities, qualifications, and supervision. New personnel will begin employment with orientation; reviewing all company policies and procedures, the employee handbook, the company's unconditional commitment to regulatory compliance, State laws, rules, and regulations; and Retreat's alcohol, drug, and tobacco-free workplace policy. In addition to onboarding training, the company will hold annual training courses coupled with comprehension tests to confirm all concepts are understood and mastered to ensure all personnel are operating within the same procedural standards as well as possess the required skillsets and training to meet their job duties effectively and efficiently. Training will require at least eight hours of ongoing training each calendar year.