Creating a Successful On-Boarding Program

Virtually all organizations have some form of an orientation program for new employees. Most organizations fall short in regards to their new hire orientation program. Unfortunately, many employers hesitate to invest more than a minimal amount of energy, money, or staff time in this critical stage of a new employee's career. Some employers consider it a waste of valuable time that could be better spent on the job. This is a huge mistake!

To many employers, the term orientation means sending new employees to a brief meeting, usually no more than two hours in duration, during which the company's history, rules, and benefits are described. Often there is no opportunity for interaction among attendees and little time, if any, for questions. Literature is distributed, placing the onus on the employees to read, understand, and apply the contents, and then immediately start work in their departments, only to discover that department heads or managers are often unavailable or unable to answer any questions that may come up. This kind of thinking can have a detrimental effect on both employee performance, attitude and, in turn, result in increased turnover. Taking the time to acclimate the new worker to the company can have the opposite effect. The employee is more likely to form positive impressions and consequently care more about the quality of his work and possibly recommend your organization to other job seekers.

An effective orientation should take advantage of a new employee's enthusiasm and keep it alive. You have the most immediate impact on creating a positive environment when the employee has just started with your organization. You can accomplish capturing this excitement and building loyalty by developing a well planned orientation.

This hands-on consulting will help you establish:
- How to provide a genuine welcome to the new hire
- Positive perceptions about the organization
- The employee's confidence in their decision to join the organization
- The basic fundamentals each new employee should know
- A basis for future training
- Put the employee at ease

Contact us today to see how we can customize this session for you!

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