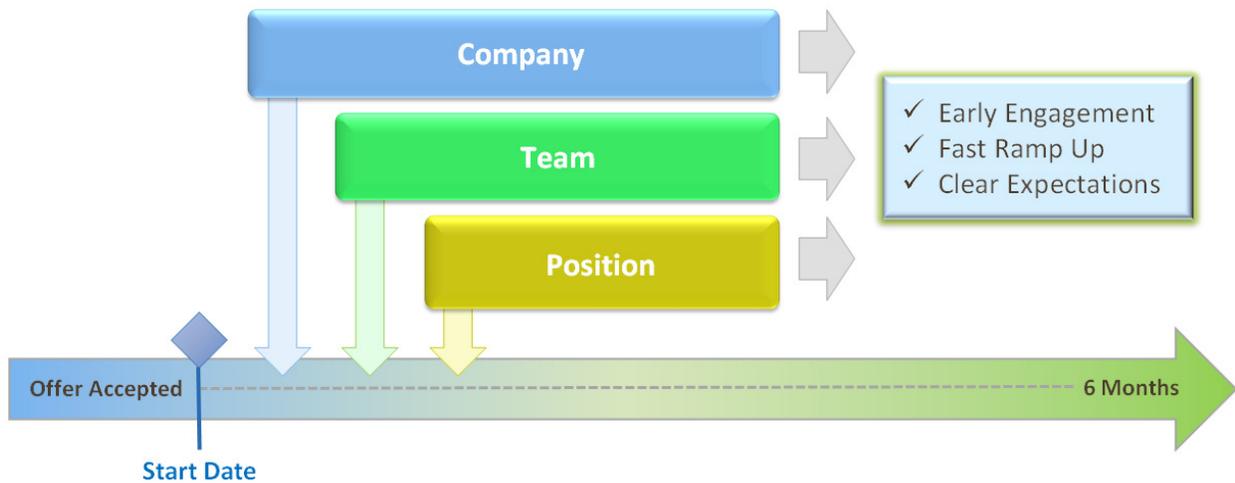


## Onboarding vs. Orientation

New Hire Orientation is a training event that takes anywhere from two hours to two days. It is typically a classroom experience where new hires get to meet people from different areas of the company and learn basic information like the company's history, vision and values.

Onboarding is the process of helping the new hire get quickly ramped up to be successful in their new position. This not only includes information about their daily roles and responsibilities, but also helps them acclimate to the culture and norms of their team or department where they will be working. The three focus areas of the onboarding process are company, team and position.



Successful onboarding will...

- ▶ Help people assimilate the organization's history, vision and values
- ▶ Build internal networking opportunities
- ▶ Provide specific learning objectives and resources
- ▶ Set performance objectives and expectations

...and results in early engagement, fast ramp up and clear expectations for performance.

### Did You Know?

New employees who attended a well structured onboarding orientation program, were **69% more likely** to remain at a company up to three years. Losing an employee due to their experiences of being confused, feeling alienated, or lacking confidence is a sign of poor onboard programming.

Source: SHRM

## Why Invest in Onboarding

The cost of turnover can be a tremendous burden on a company's bottom line. Contrarily, "organizations with a standard onboarding process experience 54 percent greater new hire productivity and 50 percent greater new hire retention". (*source: interactiveservices.com*)

Here are some additional benefits and results.

Benefit	Result
<ul style="list-style-type: none"><li>▶ Early engagement</li><li>▶ Attachment to Values</li><li>▶ Fosters Community</li><li>▶ Consistent Message</li><li>▶ Pride in Workplace</li></ul>	<ul style="list-style-type: none"><li>▶ Increased Job Satisfaction</li><li>▶ Increased Performance</li><li>▶ Inoculates Against Turnover</li><li>▶ Provides Direction to Hiring Managers</li></ul>

## Employee Success Plans

Success plan encompass three areas of focus – the company, the team and the position. Success plans typically stretch over a period of 90 days. Getting new employees up to speed in more complex roles with more responsibilities may take longer. The employee has primary responsibility for their success plan, supported by their manager and HR, where appropriate.



## Measuring Success

When new employees and their managers are asked for feedback at set intervals, one can measure whether the program is successful.