



Identifying Talent; Building relationships; Changing Lives

Kronicles

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If you change the way you look at things, the things you look at change.

Inspirational Quote by Wayne Dyer

New Employee Onboarding Program

Your company's new employee onboarding program is a make 'em or break 'em experience, for a new employee and/or executive. At its best, the process of new employee onboarding solidifies the new employee's relationship with your organization. Done poorly, your new employee onboarding program will leave your new employees wondering why on earth they walked through your door. Their anxieties are fueled by mistakes that companies often make during that first-day new employee onboarding program. Some common mistakes include:

- Overwhelming new hire with facts, figures, names and faces in ONE day;
- Show boring orientation videos;
- Provide lengthy front-of-the-room lectures;
- Failing to prepare for the new hire; no phone, no e-mail, no computer, and no work.

How can you take your program from simply orienting to integrating the new hire?

Questions: "What do you want to achieve during new employee onboarding? What first impression do you want to make?" Research shows that good onboarding programs can improve employee retention by 25 percent.

There are several elements that contribute to a good onboarding program.

The Best New Employee Onboarding Would Include:

- Targeted goals and meets them
- Involves family as well as coworkers
- Is not boring, rushed or ineffective
- Uses feedback to continuously improve
- Makes the first day a celebration
- Makes new hires productive on the first day

Most organizations are great at celebrating the departure of a beloved coworker. Why are we often so awful at welcoming a new one? Think about arranging a party to welcome the new employee. Celebrations produce enthusiasm.

Some Simple Celebration Methods Might Include:

- A letter of welcome signed by the CEO
- Involve families in the celebration
- Schedule a welcome luncheon or dinner for spouses and families during the employee's first month
- A company t-shirt signed by all Dept. Mgrs
- A cake/candles on the employee's first day
- Establish your own "Welcome Wagon."
- Map showing nearby eateries
- Invitation to lunch from co-workers each day the first week

This is only the beginning of what you can do to Welcome new team member(s)

Please let us know if you have any updates or changes, such as email, address or phone number. We are always striving to keep client information as current as possible.

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Newsletter Candidate Spotlight

Project/Facilities Engineer – Degreed engineering professional with experience in project leadership in manufacturing and machine tool industries; Expertise in capital project, equipment and facilities management

VP of Finance/Controller – CPA, BSBA-Accounting; Extensive experience in the management of Finance, Accounting, IT and Human Resources in manufacturing; Known for being enterprising and producing results

Supply Chain Manager - BS Business, CPM. Results oriented professional with broad procurement and supplier relationship management experience. Proven ability to effectively coach teams and department operations, improve workflow, process efficiency, and resolve material challenges

VP/CFO - BS Business Information Systems / Accounting, CPA with an entrepreneurial and business development background. Expertise in leading, strategy, decision making, and overseeing the overall operations and finance functions of the organization

Electrical Engineer /RF Design – BSEE from Rose Hulman; Over 25 years of experience in RF circuit design, analysis, and measurement; Electromagnetic analysis; Antenna design, analysis, and measurement; Will relocate

Inside Sales Manager- Bachelor of Arts; Over 20 years of customer service and inside sales experience in a manufacturing setting with a variety of industries. Production scheduling; Experience with JD Edwards and BAAN ERP systems

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