

How To Effectively Onboard Talent During The Current Crisis?



A number of businesses are still hiring and onboarding resources right now. It comes with its challenges, in particular the onboarding part. We have spoken to a number of organisations in the last week who are onboarding effectively after some initial challenges. We have put together this quick guide to showcase what some of the great clients we deal with are doing right now to help you do the same.

Effective Onboarding Tips:

1	<p>Communication: You can't over communicate right now with your new hires and one business in particular has increased their pre-starter email communication to four emails rather than one. Why? To offer a level of comfort and reassurance. Starting a new job is daunting enough but to do it in the current circumstances is a different ball game all together. Some of the information being communicated includes;</p> <ul style="list-style-type: none">• What you can and can't expense for your home office set up• Working from home policy• Company organigram• Team bio's• Company vision and strategy
2	<p>Included on companywide internal communications: That's right. They haven't started but they are soon. Some great businesses are including new starters on their internal communications with the aim of making them feel included before the big day.</p>
3	<p>Early delivery of necessary tech/hardware: Tech, hardware, company swag and branded goodies sent with a tracking number so that delivery can be monitored and new starters can be set up and ready to go before the new start date.</p>
4	<p>Buddy system: Someone from the team is assigned before the start date to introduce themselves and check in twice a day for the first two weeks. Everyone in the immediate team is expected to introduce themselves via a video call.</p>
5	<p>Working from home expectations, tips and coaching: A specific document is distributed in advance explaining how to effectively work from home to be productive.</p>
6	<p>IT Check in: someone from IT support books a call to check in that the tech and set up is appropriately functioning before the start date.</p>
7	<p>Onboarding training: Usual onboarding training is done via remote education tools.</p>
8	<p>Feedback: Request regular feedback to adapt and adjust the remote onboarding process.</p>
9	<p>Welcome drinks / ice breaker: Yes, do this remotely, make it fun and be creative.</p>

Successful onboarding processes reflect the time and effort you've put into them. Do your homework and plan out the best onboarding process for your business as the first few weeks of a new starter are the most influential for them as it sets the tone of their relationship with your business.