

# Give new employees a warm welcome

## 5 ways to make their onboarding experience memorable

When **onboarding** new employees, treat them like long-lost relatives and greet them warmly. Ditch the 90-minute slide presentation in favor of a more thoughtful and welcoming approach. Make new hires feel cared for and comfortable by adding a dose of hospitality to your onboarding process.

Here are 5 ways you can use HR communication to give new life to your onboarding process:

### 1 Make new employees feel at ease

Don't overwhelm new employees with a mountain of information and to-do lists when they don't even know where they sit yet. Instead of sending them all directly to HR for orientation, arrange an informal breakfast with their team members so they can get to know one another.



### 2 Put managers at the center

Help managers have meaningful conversations with new employees so they feel comfortable and productive from the start. Create a toolkit for managers that includes information on key messages, such as company's mission, vision, values and culture, along with performance management topics like core **competencies**.



### 3 Buddy up for success

Help new employees navigate the everyday workings of your organization by assigning peer coaches. The role of the peer coach is to help the new employee understand team dynamics and company culture, along with answering some of the questions he or she may have.



### 4 Create a community

New employees who enter the company at the same time are usually a diverse group, but there's one thing they all have in common: They're new. So help them build on that shared experience by creating ways for them to talk about their experiences, questions and insights during their first 90 days in the organization.



### 5 Connect with leaders

Create a personal connection between senior leaders and new employees by assigning a different leader to sponsor each group of new employees. New employees will benefit from the experience senior leaders can share and senior leaders will benefit from hearing new perspectives.

