



# Designing your new Induction

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**Gill Chester**  
She/Her

Director  
**Little Man Project**

Author of  
**Little Book of Induction**

Co-author of  
**Elearning Unlocked**



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# Session objective:

Review a practical approach for developing that aligns with both individual and organisational needs.

Onboarding

Induction

Leadership programme

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## Your experiences



### Good induction experiences

What did they do?

Why was it good?

How it made you feel?



### Bad induction experiences

What did they do?

Why was it bad?

How it made you feel?



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# What does your induction say about you?

(what do you want it to say?)

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Effective onboarding  
can improve **retention**  
rates by

## 82%

for new hires.  
(CIPD)

Employees are  
**69%**  
more likely to **stay** with a  
company for 3 years if  
they experienced a great  
onboarding process.  
(O.C. Tanner)

Employees who felt  
they had effective  
onboarding were

## 18 times

more likely to feel  
**highly committed** to  
their organisation,  
(BambooHR)

Strong onboarding  
processes can improve  
new hire **productivity**  
by over

## 70%

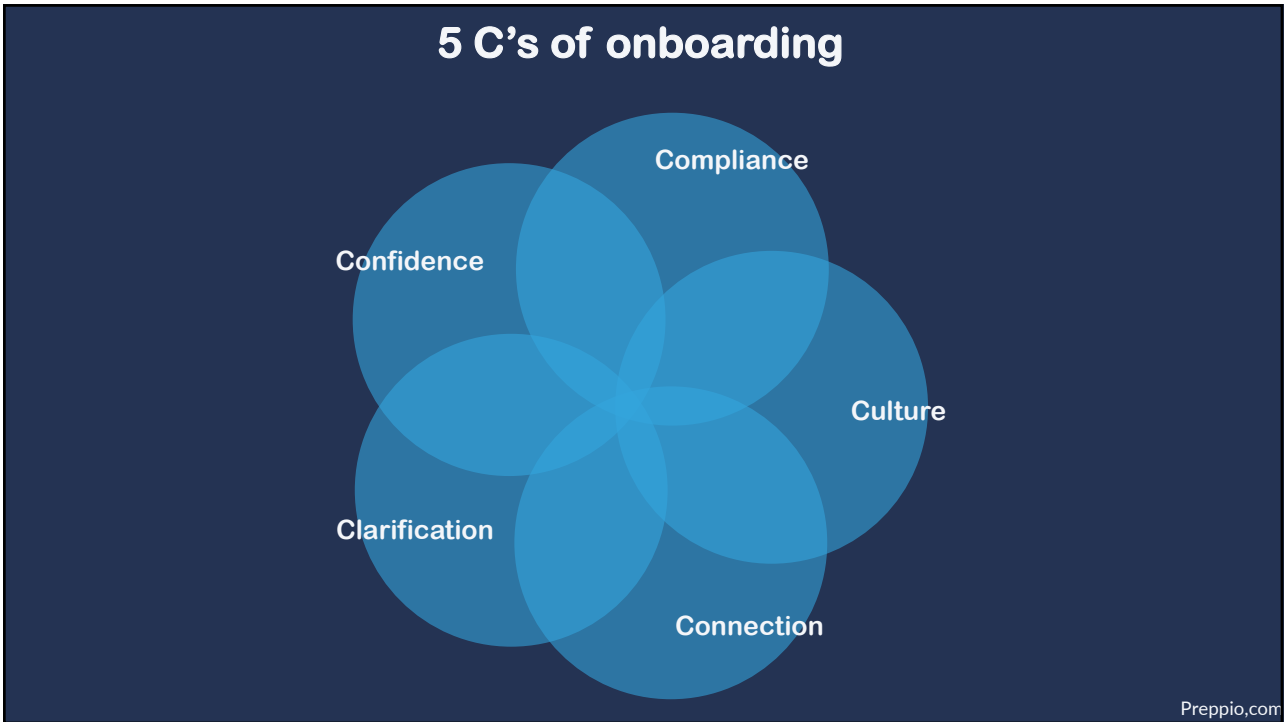
(Glassdoor)

New employees with a  
structured onboarding  
programme reach full  
**productivity** up to

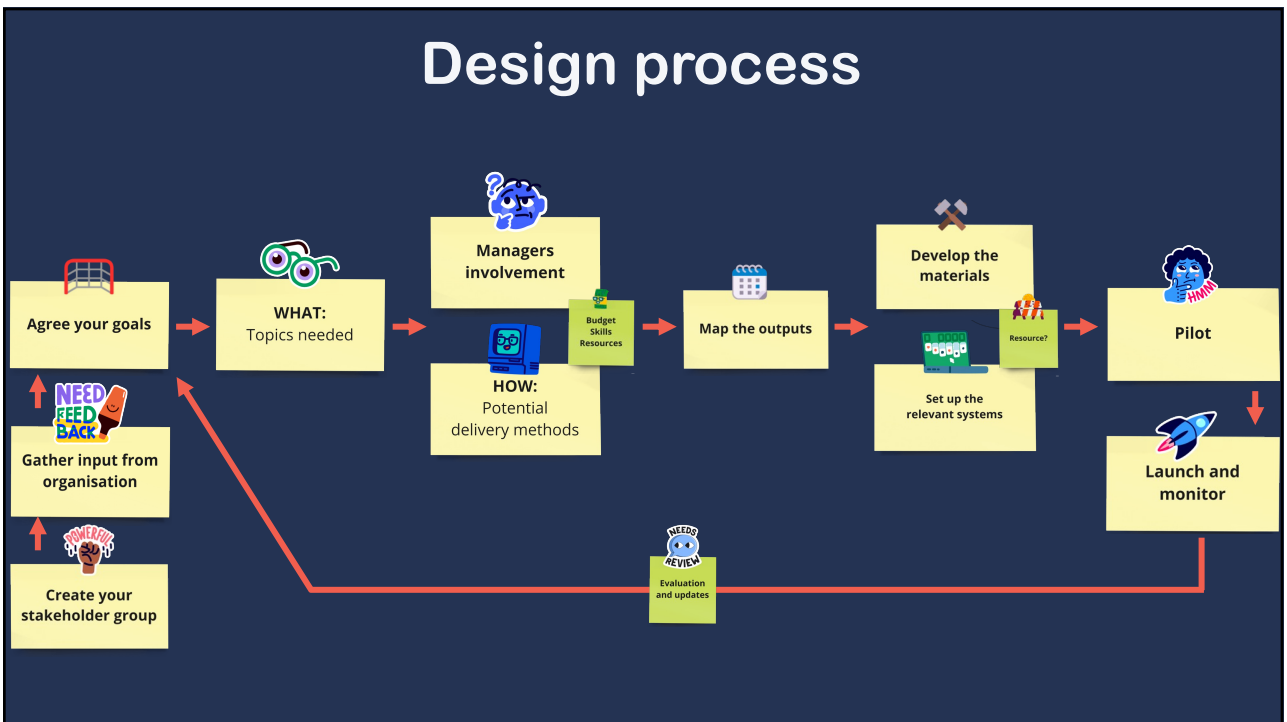
## 2 months

faster than those  
without.  
(Glassdoor)

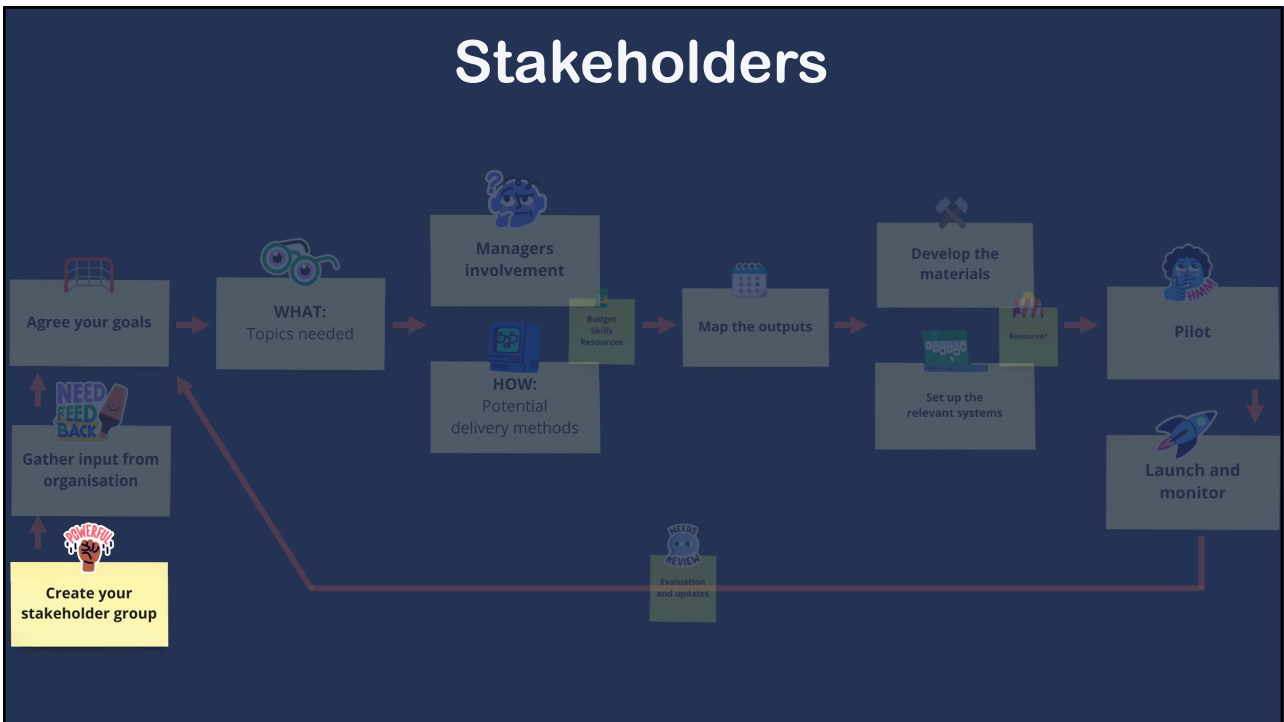
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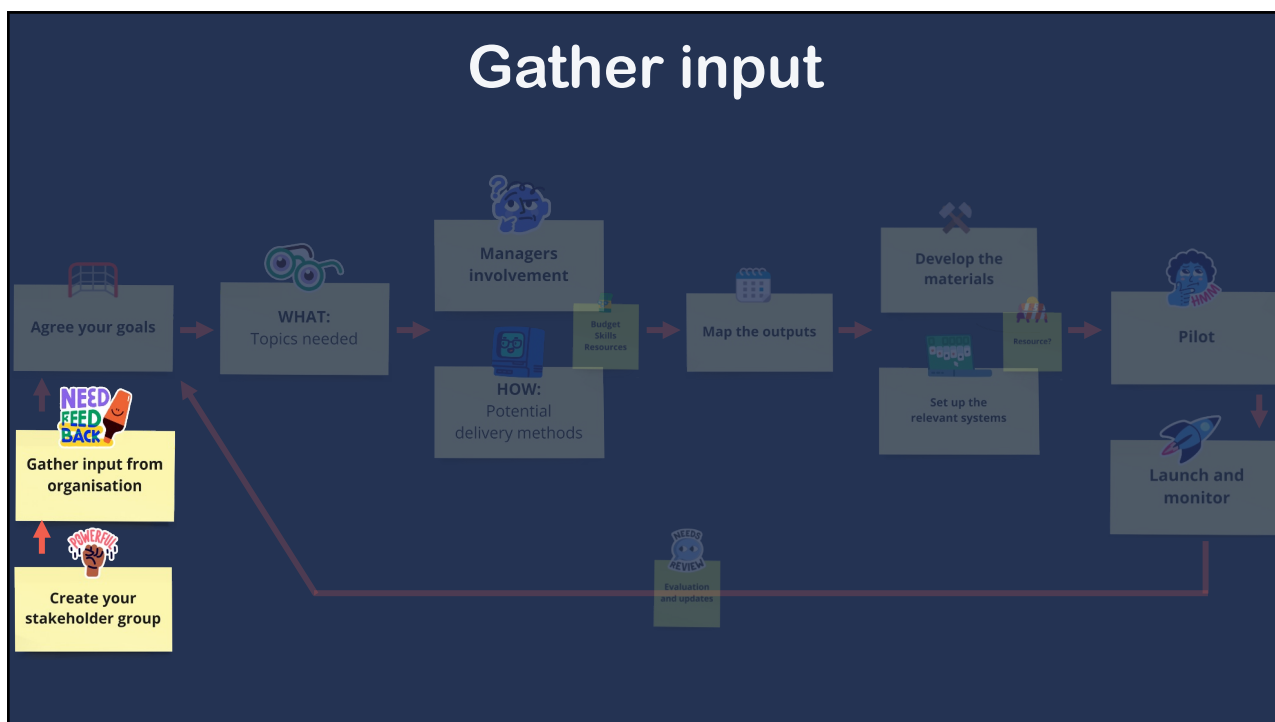
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# What do they want from the induction?

**New starter**

What do they need?

What would make them feel welcome?

What are they expecting?

**Organisation**

What do they need from new starters?

What is important?

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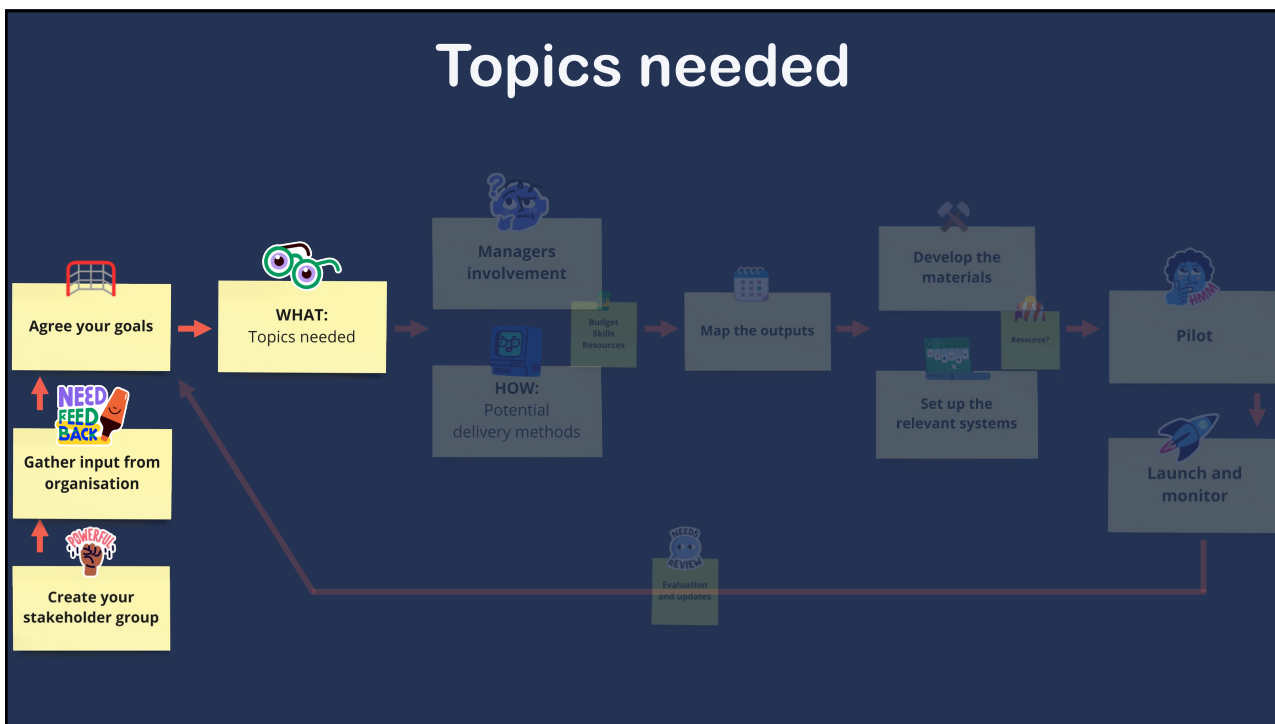
## Agree a goal that with that balance

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# Top Tips

## Use your goal as your yard stick

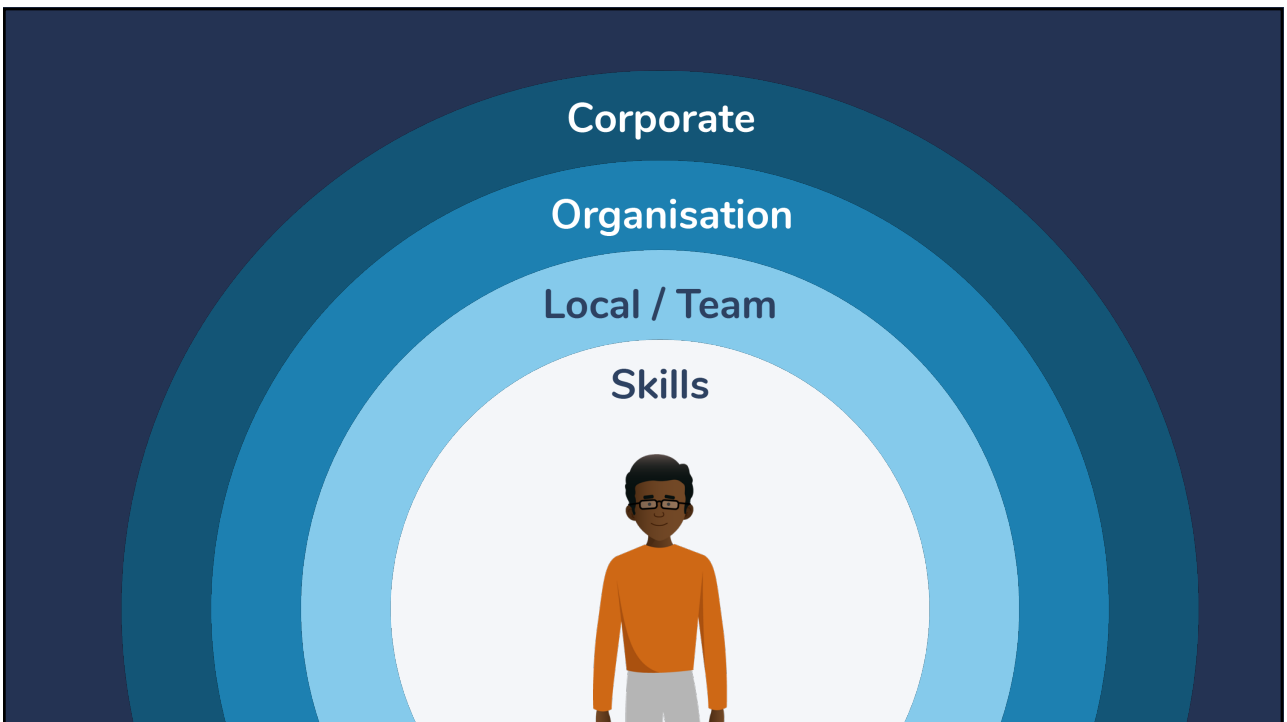
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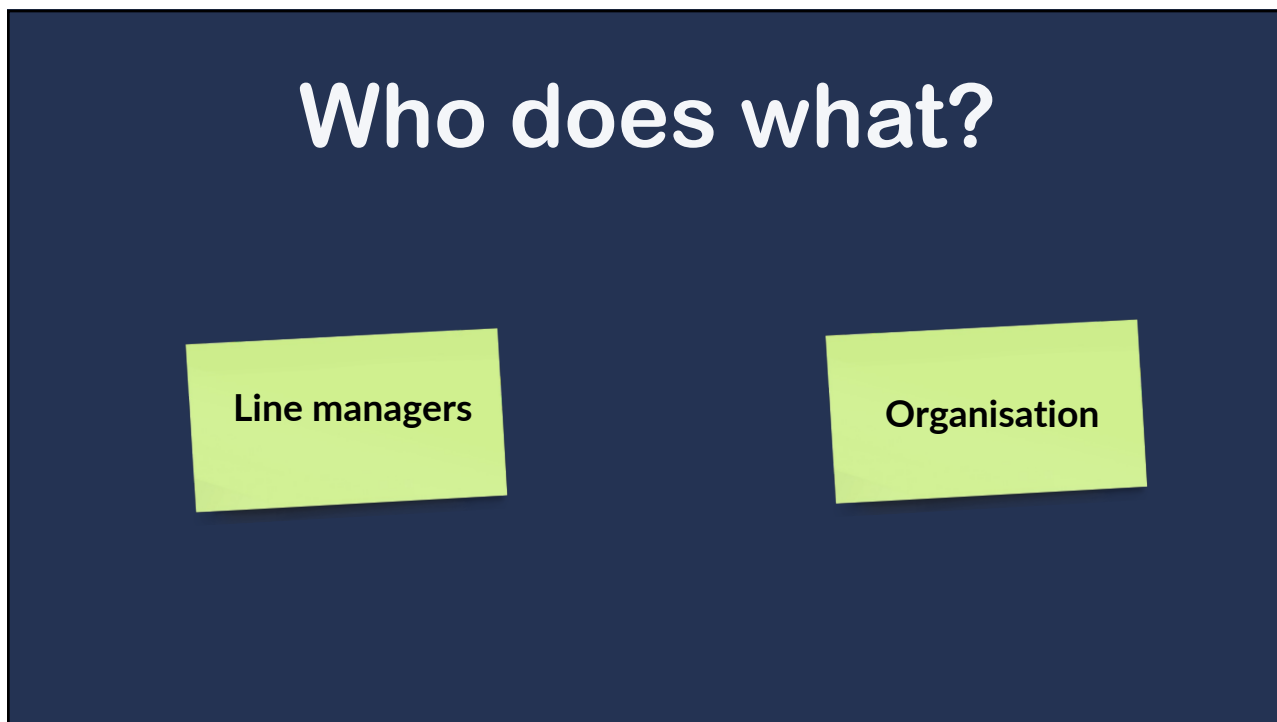
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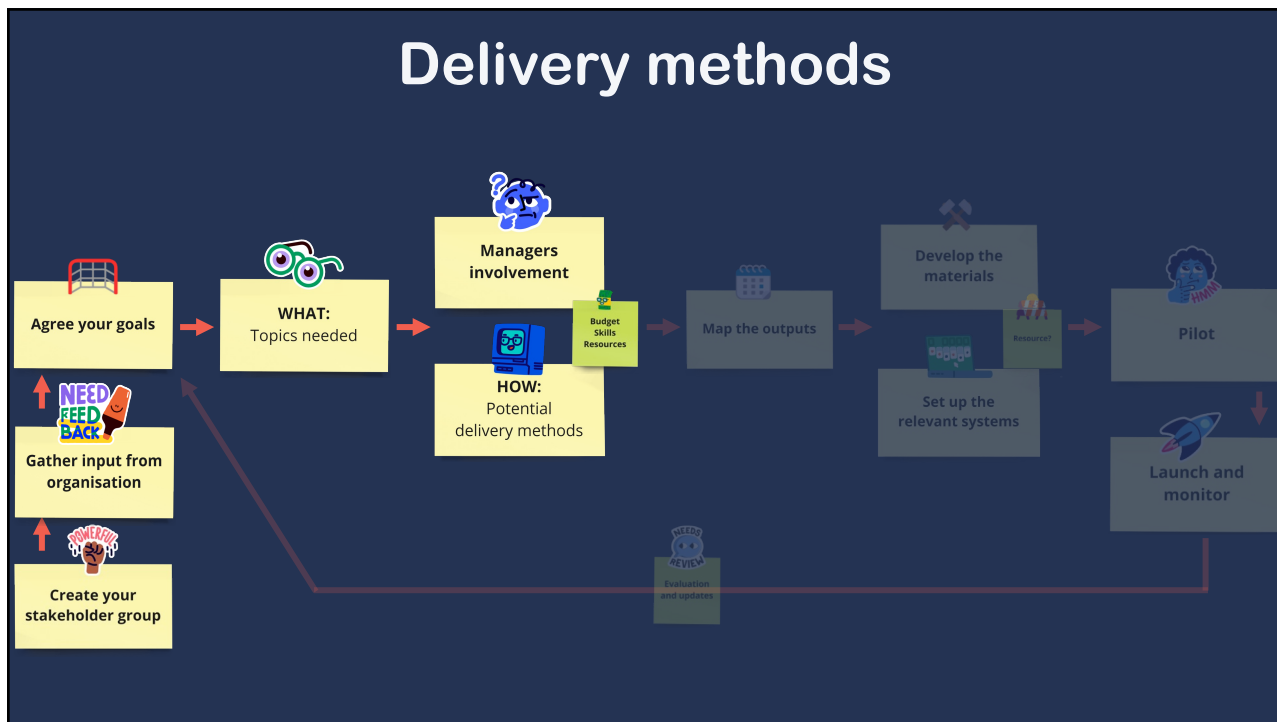


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**Top  
Tips**

**Get managers onboard  
and ready**  
(training and support)

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**Scheduled**

- Coaching/mentoring
- Live online learning
- Classroom training
- Experiences and events
- Job shadowing
- Presentations
- F2F meeting
- Live games
- Webinars
- Meet ups
- Tours

**Self paced**

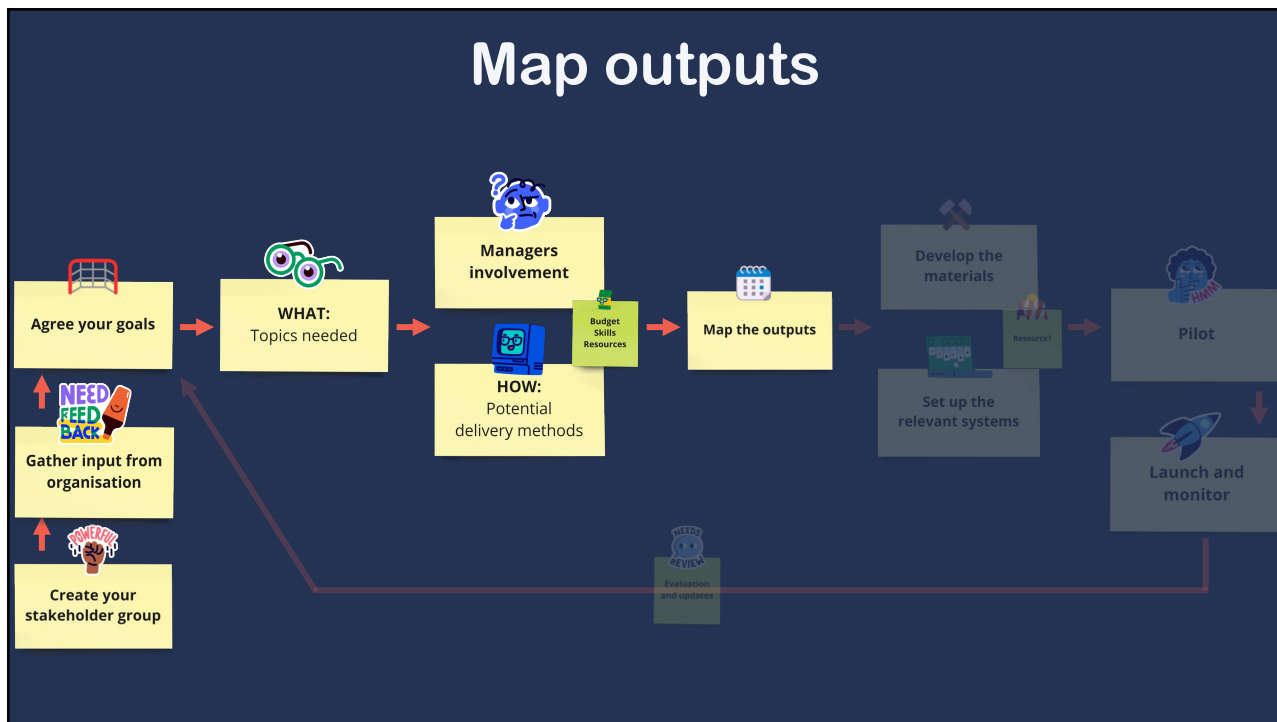
- Employee handbook
- Welcome pack
- Policies and procedures documents
- Quick start guides
- Role guides or job aids
- Checklists for new starters
- Process maps or workflow guides
- Learning journal
- Elearning
- Audio files/podcasts
- Social platforms
- Videos
- Job aids
- Forums

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**Top  
Tips**

**Make content available  
to everyone**

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81%

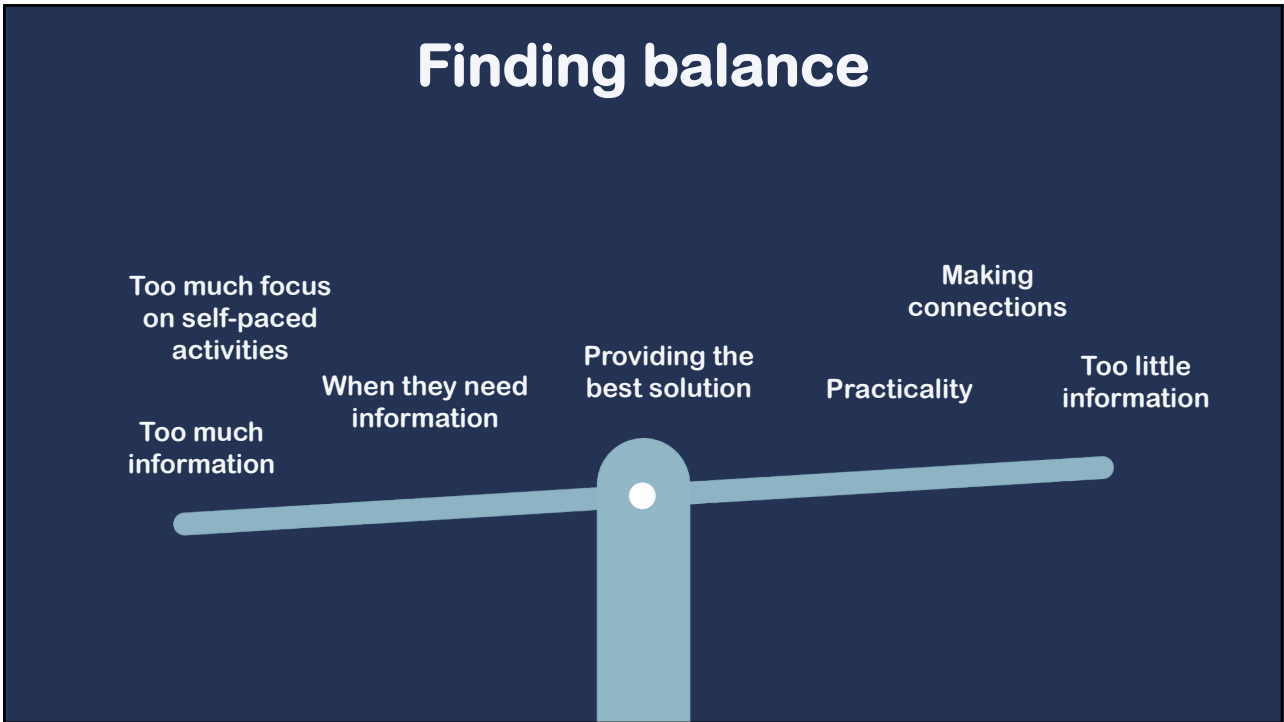
of new hires feel overwhelmed with information.

On average they are given

10-40

tasks

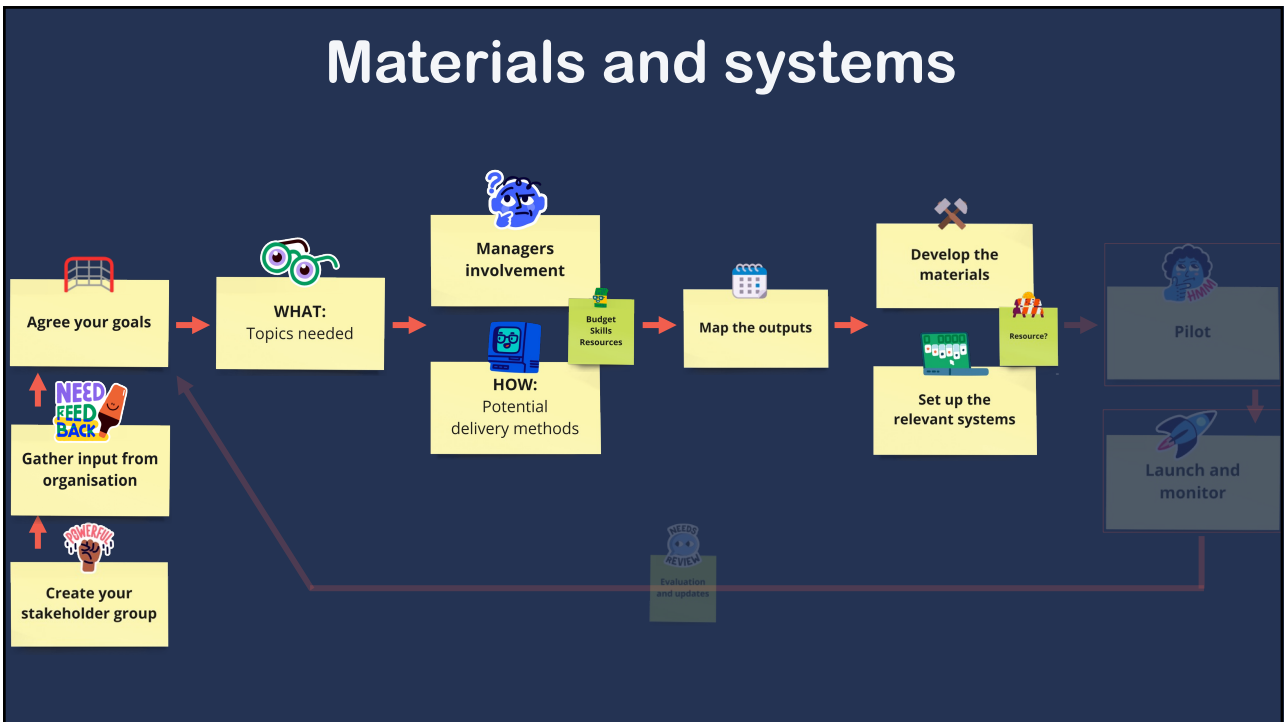
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		Induction			Probation	Integration
Offer Accepted		Day 1	Week 1	Week 2-4	Month 2-6	Ongoing
Corporate	Start Date					
Organisation						
Local						
Role and skills						

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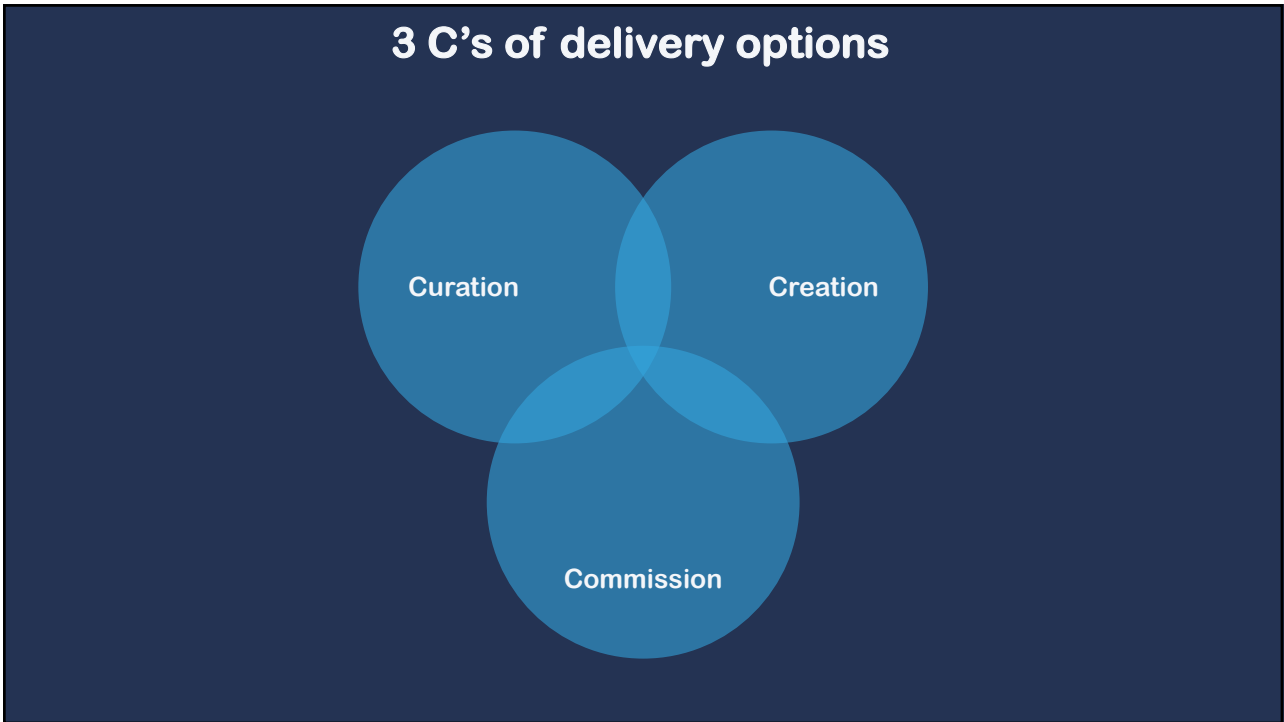


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# Top Tips

## Do a walk through of the new process

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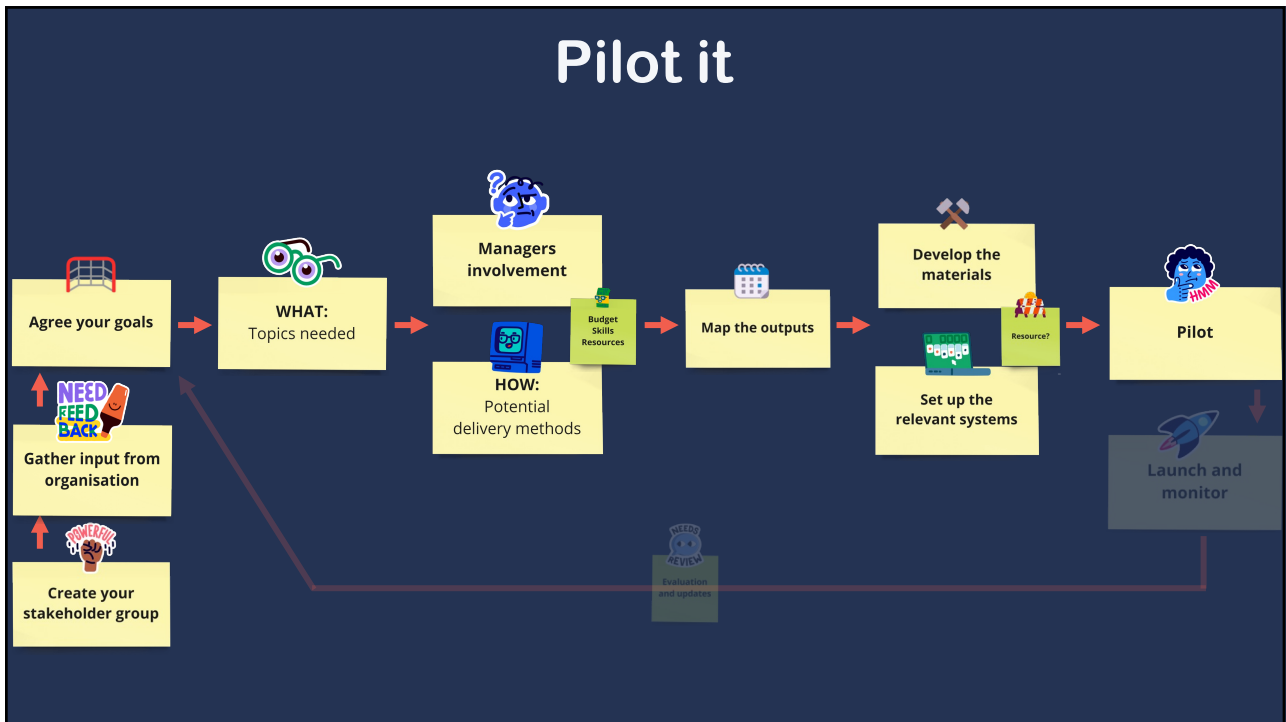
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## Top Tips

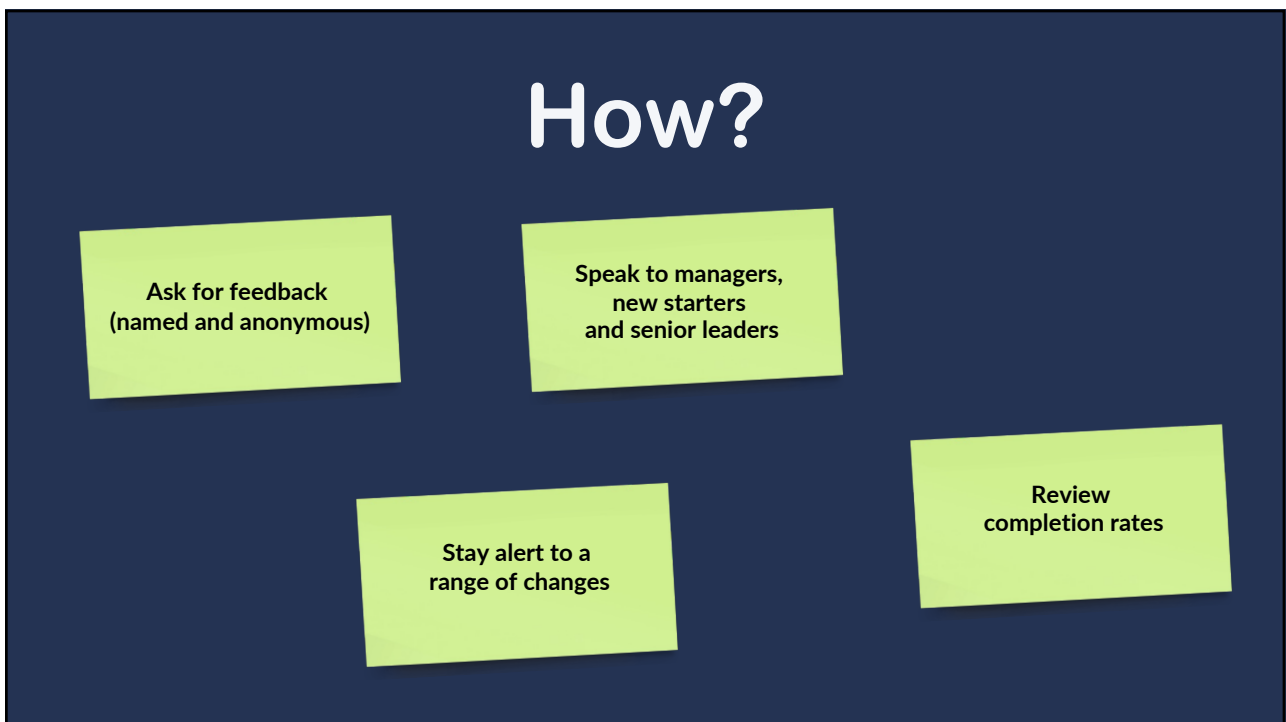
### Creating a brand

An infographic titled 'SmartStart' with a subtitle 'SmartStart: 5 steps to help you get started with your business'. It features a winding path with five numbered steps: 1. Identify your business, 2. Choose a name, 3. Plan to start your business, 4. Apply for a licence, and 5. Register your business. Each step includes a brief description and an icon. The infographic is from 'MyMurray Building the Future'.

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Big shouty stuff	Secret squirrel stuff 
<ul style="list-style-type: none"> <li>• Publish case studies and short stories</li> <li>• Include quotes from managers and staff</li> <li>• Create impact posters and push them on your internal comms</li> <li>• Create an impact dashboard</li> <li>• Present at team and organisational meetings </li> <li>• Produce an annual report on L&amp;D impact</li> </ul>	<ul style="list-style-type: none"> <li>• Refer to impact in meetings</li> <li>• Create advocates from managers and staff</li> <li>• Embed impact information in other people's reports</li> <li>• Encourage other people to share the success and impact</li> <li>• Celebrate the success of others (lead by example)</li> <li>• Through your performance discussions with senior leaders</li> </ul> 

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**Any questions**

**?**

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
### Stay in touch


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