



SUCCESSFUL EMPLOYEE ONBOARDING

KIMMEL.COM

DID YOU KNOW?

-  **20%** of employee turnover happens in the first 45 days
-  **71%** of employees who are looking for a job cite poor onboarding processes as a major factor
-  **35%** of companies spend zero dollars on onboarding and more than \$15,000 to hire

GOALS OF AN EFFECTIVE ONBOARDING PROCESS



ENGAGE



ACCLIMATE



RETAIN

3 ONBOARDING MISTAKES TO AVOID

- #1** Lack of Structure
Every company should have its own onboarding structure and plan.
- #2** Lack of Focus on Company Culture
Do not limit employee onboarding to job roles and paperwork alone; immerse the new hire into every facet of the company
- #3** Unrealistic Time Expectations
Expecting immediate results, such as higher profits, is unrealistic. Don't rush the process.

WHY IS ONBOARDING IMPORTANT?

Onboarding instills a sense of belonging.

Onboarding assists employees with becoming productive more quickly.

Onboarding is the design of what your employees feel, see, and hear after they are hired.

EFFECTIVE ONBOARDING SHOULD:

- Help an employee identify with the company
- Make people immediately feel invested
- Focus on vision, mission, company goals, and values
- Feel like joining a family that welcomes employees with open arms

69%

of employees are more likely to stay with a company for at least 3 years if they have a positive onboarding experience

5

STAGES OF ONBOARDING

1

**INTERVIEW
(IT ALL STARTS HERE)**

First impressions matter
Be honest - be clear
****Communicate****

2

OFFER/HIRE

Put your best foot forward - no pause
Do not take this stage in the process for granted - continue to engage the new hire even after offer is accepted
Be clear - things can be misinterpreted
****Communicate****

3

**HIRE TO START
(DANGER ZONE)**

Meet the spouse
Seek input from the new hire - get them involved
Don't adjust the offer, perks, etc.
****Communicate****

4

**START TO 6 MONTHS
(TRADITIONAL ONBOARDING)**

Support, Support, Support
Involve spouse and family
Introduce to the CEO/President/COO
Make orientation a success
Schedule frequent and planned reviews
****Communicate****

5

RETENTION

A developed process will improve your company and yield loyal employees
If you make your new hires feel valued, they will stay
Commitment is key

WHAT IS THE **1** THING
TO REMEMBER?



People want to
feel special.

We understand the time and cost it takes to find key talent.
A successful strategy to integrate new hires into your company is critical to success and retention.