

AVOID NEW EMPLOYEE BORE-ORIENTATION

**Your Guide to a Successful
New Employee Orientation**



NEW EMPLOYEE ORIENTATION

By the numbers

Did you know...

“...25% of staff turnover occurs in the first 45 days of employment.”

-The Wynhurst Group

“...90% of best in class companies incorporate socialization compared to 75% of laggards.”

-Aberdeen's On-boarding Benchmark Report

“...The cost of losing an employee in the first year is estimated to be at least 3x their salary.”

-The Wynhurst Group



5 WAYS TO ROCK YOUR NEW EMPLOYEE ORIENTATION

Don't drop the ball on a
successful onboarding program.

1.

Emphasize the company's mission and goals.

Your employees probably don't care about a coffee mug mission statement. You can find creative and memorable ways for them to learn the foundations of your company and actually retain the knowledge. Don't just incorporate your values into team building programs, make them part of your workplace culture every day.





Almost 1/5 of employees consider making friends at a new job a top concern.”
–The Wynhurst Group

2.

Allow your employees to get to know each other on a personal level, not just as professional colleagues.

Professionalism is important for a successful business...but it can be emotionally draining to act stiff all day long. Your employees will enjoy creating new bonds with each other on a personal level. Almost 1/5 of employees consider making friends at a new job a top concern.

Some ideas:

- Allow for frequent breaks
- [Organize a team/department lunch](#)
- [Set up volunteer opportunities for bonding](#)



3.

Promote effective communication among new hires.

Your employee orientation program should include activities that highlight the importance of effective communication. Team building activities requiring your hires to work together by problem solving as a team can highlight how vital it is in the workplace to be able to function as a unit.



4.

Create a “buddy” system.

Facilitate a way for new hires to set up mentorships with more seasoned employees. Provide activities or lunches for the buddy pairs to participate in together at orientation so they can get to know each other. The buddy system is an additional way to help your new employees feel welcomed and accepted, as well open up the floor to ask any questions they might have been uncomfortable discussing with their boss.



5.

Find activities that are fun and related to the company culture.

If your company prides itself on its unique culture, your new employee orientation program should reflect this. You'll want your new hires to have an easy transition to the culture of your company. Show them what you're all about through fun, interactive activities tailored to the uniqueness of your company. Most likely, your new employees have been through orientation programs at other companies. Make yours stand out!



BREAK THE ICE!

Ice breaker activities and games to get things started.

1. *Like It, Pin It, Own It.*

For this ice breaker you'll need:

- Enough small pins for everyone in your office
- Sharpies/magic marker
- A basket

When everyone first walks into the orientation program in the morning, they choose a pin from the basket. Beforehand, someone would have to organize the pins and write statements on them that people can identify themselves with.

For example, you might see a pin that reads:

I've read all 8 Harry Potter Books.

Or

I am a fantastic cook.

Once a pin has been chosen, you wear it for the remainder of the day or the program.

This way, when your employees are intermingling, they'll notice which pin that person has chosen to wear and can strike up a conversation about the pin. At the end of the day everybody puts their pins back and takes a new one the next day. Then, they can also see if anyone else chooses a pin that they've have worn in the past.

2. Agree or Disagree

For this ice breaker you'll need:

- A large whiteboard mounted on the wall
- Whiteboard markers

Have an office member write a statement on a whiteboard that people can either agree or disagree with.

For example, somebody could write on the whiteboard: *The Patriots are the best NFL team*, and then split the whiteboard in half with Agree or Disagree.

When people walk by the board, they can sign their names under either side depending on whether they agree or not. This can spark conversations amongst the group and get some good debates going. Try not to get too political with your statements however; it's never a good idea to mix controversial topics into the workplace.



3. *Company Bingo*

For this ice breaker you'll need:

- An unknown fact from each person in the office
- A bingo sheet
- [Bingo card template](#) for office ice breakers
- Bingo markers

On bingo cards, have each bingo participant write down every one's name in the office in a random order. No one bingo card should look the same. For reference, number each bingo marker and number each unknown fact. Once everyone's bingo cards are set up, begin reading off the Unknown Facts and the number of the unknown fact.

For example: #15: *This person has traveled to the Pyramids in Egypt.*

If people know who this person is, they can take the #15 marker and place it over that person's name on the bingo card. Once someone has a row filled up, they read off the name and the number that they have marked, and the delegator can reference whether or not those name and numbers correspond.

This is a great way for your employees to get to know each other. Lots of them will find something in common or learn something new about their colleagues that they never would have known otherwise.



RESOURCES

Links and image sources from within this publication

Images:

<http://stopshar.ru/>

<https://plus.google.com/115024484313028111874/posts>

<http://emojistickers.com>

<http://patch.com/maryland/westminster/longaberger-basket-bingo-to-benefit-change-inc>

http://www.contactcenter.es/revistas/70/70_30_32.pdf

<https://www.flickr.com/commons>

Resources:

<http://thewynhurstgroup.com/articles-and-resources/>

<http://humanresources.about.com/od/icebreakers/a/my-10-best-ice-breakers.htm>

<http://www.training-games.com/pdf/40FreeIceBreakers.pdf>

START TODAY!

Looking for a fun and unique idea for your company's new employee orientation?

We can create engaging team building programs for your team. We'll help you build a sense of community amongst new hires that will last beyond the span of your event.

While the primary focus will be making your new employees feel welcomed, we'll also turn the activity into an opportunity for fun and networking. Everyone wins!

[Check us out](#) and drop us a line – we'll take it from there.

