

RIGHT RISK™

R I G H T R I S K N E W S

Onboarding Your New Employee

You recently hired a new employee. What is your next step? How do you welcome and orient a new employee to achieve your goals as the employer and enhance the employee's work experience?

Orientation is a term traditionally used to describe the process associated with an employee's first few days on the job: filling out the necessary paperwork, meeting coworkers and supervisors, and being introduced to the company's core values and mission. For many farm jobs, orientation tends to be quite casual due to a new employee possibly knowing the supervisor or manager and being somewhat oriented to their jobs and working conditions.

Onboarding: a better process

Onboarding is a more comprehensive term used to describe the series of events that help an employee gain the necessary knowledge, resources, skills, and insights into his or her new roles to achieve independence and productivity. A strong onboarding process is important for the success and efficiency of the organization.

An effective employee onboarding process is both comprehensive and efficient and should not only handle the necessary legal paperwork, but also help familiarize a new team member with the workplace community. The specifics of a company's onboarding process will vary according to company size, position types, number of employees, and state. However, all successful onboarding approaches involve the 6 Cs of Onboarding.

Compliance – Is your new hire legally ready to represent your company? The first step in onboarding involves completion of the paperwork associated with employment, such as proof of identification, income tax withholding, and employment contact. Beyond signing legal forms, new employees should learn about company policies, the employee handbook, compensation package, vacation policies, equipment usage, email address, etc. The new employee may also need to review safety procedures or take a course about workplace safety or safe food handling.

The 6 Cs of Onboarding

- *Compliance*
- *Clarification*
- *Confidence*
- *Connection*
- *Culture*
- *Check Back*

Benefits of a Robust Onboarding Process

- **Enhanced employee experience.** A robust onboarding process that delves into company culture, career growth opportunities, and mutual communication shows your employees that you are invested in their development and will continue to support them.
- **Increased retention rates.** Employee turnover is a costly challenge for businesses. When employees feel that their professional development is supported by their work environment, they are more likely to stay committed to their company. Being able to do their job efficiently and grow their knowledge and skillset keeps them satisfied and productive.
- **Easier talent attraction.** An engaging onboarding strategy which caters to the employee's needs will not only achieve better retention but also build brand image. Modern employees are very interested in corporate culture and training opportunities and will jump at a chance to work with you.
- **Increase talent recruitment.** It usually takes some time for new hires to start adding real value to their company. Besides, for the first few months, they're trying to find their footing and discover the best ways to perform their daily tasks. A well-thought-out employee onboarding process can significantly decrease the "settling-in" period and help employees hit the ground running.
- **Robust company culture.** Employees should have the right skillset for the jobs they are performing. It's even more important that their personality fits your corporate culture. Incorporating your core values in the recruitment and onboarding process ensures that you attract and hire the right people. As onboarding progresses, these new hires will be able to quickly become part of the team as well as proud representatives of your company's values.

Clarification – Does your new hire fully understand the job and what is expected? The second “C” is all about empowering employees to perform their roles to the best of their abilities. It involves a clear understanding of the job and expectations. The better an employee understands his or

her role, the more likely he or she will meet or exceed expectations.

Confidence – Does your new hire feel empowered to perform to the best of his or her ability? Confidence involves providing new hires with the tools and support needed to succeed in their new roles. A big part of building confidence is offering relevant and engaging training. A mentor may even be incorporated into the confidence-building aspects of onboarding.

Connection – Will your new hire feel like a part of the family? There must be connections among employees, supervisors, managers, and others for business success to be achieved. The staff are more than random people performing specific functions. They are teammates working together to accomplish management goals. Additionally, research shows that work-related friendships boost employee satisfaction, and happy employees are more productive than unhappy employees.

Culture – Can your new hire navigate the spoken and



“There were a heckuva lot of things they didn’t tell me when I hired on with this outfit.”

unspoken aspects of your company culture? A company's culture encompasses the organization's mission, values, and vision of the future. Culture should be a priority of the onboarding process, and new hires should be steeped in it from the beginning. New employees gain an understanding of the organization's goals and values and hopefully begin to embrace and understand the company's ethical and political landscape when cultural norms are conveyed correctly.

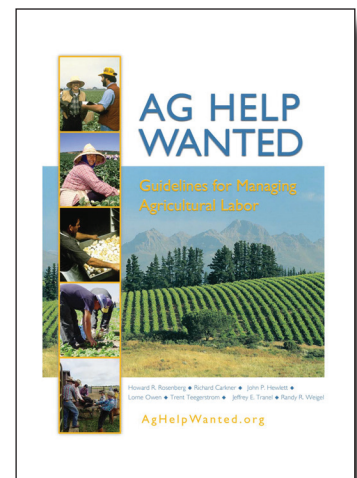
Check Back – Have you circled back to ensure that your new hire is thriving in his or her new role? This step is often overlooked by supervisors, managers, and team leaders. Yet, it is critical to the success of the company and the employee. There should be both formal, scheduled meetings and informal discussions for supervisors to respond to questions, address concerns, and listen to suggestions of the employees. Employees will feel more supported and valued, more likely to stay with the company, and perform at higher levels if there are established, clear channels of communication.

Get it right

When hiring a person to work for your company, it is critical to get the person started on the right foot. Effective onboarding – a process following the framework of the 6 Cs – pays off in employee performance, retention, and workforce harmony. A well-planned introduction to the business accelerates the new hire's development and shortens the time to reach the productivity level desired.

Ag Help Wanted

People who want to continue their development as agricultural labor managers can tap into a wealth of resources. References include articles in magazines, newsletters, and journals; fact sheets and guidance on regulatory topics; and books. *Ag Help Wanted* is a comprehensive resource on the subject of managing human resources in agricultural operations. In addition, it serves as a great source for many valuable web links and other resources. More information is available at AgHelpWanted.org.



~ OTHER RIGHTRISK NEWS ~

NEWS RELEASE - MARCH 7 | RIGHTRISK

Federal Reserve Beige Book Summary on the Agricultural Sector

ECONOMIC ACTIVITY increased slightly, on balance, since early January. Consumer spending, particularly on retail goods, inched down in recent weeks. Several reports cited heightened price sensitivity by consumers and noted that households continued to trade down and to shift spending away from discretionary goods. The outlook for future economic growth remained generally positive, with contacts noting expectations for stronger demand and less restrictive financial conditions over the next 6 to 12 months . . .

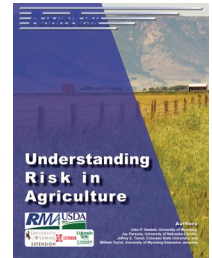
For more see: RightRisk.org/News



HIGHLIGHTED PUBLICATION: *UNDERSTANDING RISK IN AGRICULTURE*

Risk is generally understood to mean future events for which the outcomes are unknown or uncertain. We might also describe risk as a case where the unknown future matters; if the outcomes did not matter there would be no risk. People tend to think that complex problems require complex solutions when faced with risk alternatives. This tendency compounds the challenges even further. With risk the opposite is true. Simple rules can not only help to clarify the choices open to us, but also make the consequences more obvious.

Understanding Risk in Agriculture is an ebook drafted to accompany the course with the same name. It is intended to help readers better understand risk and the implications for managing an agricultural business, as well as how the manager might account for it when making decisions about risk and consequences.



To access the publication, see: RightRisk.org > [Courses](#) > [Understanding Risk in Agriculture](#)

	<p>March 5 Social Media Post <i>Risk Scenario Planning</i></p>		<p>March 21 Social Media Post <i>Evaluating Pasture, Rangeland, Forage – Rainfall Index Coverage</i></p>
	<p>March 7 Social Media Post <i>Online Publications RightRisk</i></p>		<p>March 26 Social Media Post <i>¿Qué es un Formulario I-9 y quién lo necesita?</i></p>
	<p>March 12 Social Media Post <i>Problem Work Situations via Ag Help Wanted</i></p>		<p>March 28 Social Media Post <i>Machine Risk Calculator RightRisk</i></p>
	<p>March 14 Social Media Post <i>Risk Scenario Planning with RightRisk Analytics</i></p>		<p>Check our newest series - a post every Wednesday covering agricultural labor management issues from</p> <p><i>AG HELP WANTED: Guidelines for Managing Agricultural Labor</i></p>
	<p>March 19 Social Media Post <i>Getting On Track: Better Management Through Basic Ag Records</i></p>		

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How much risk is right for you and your operation?



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