



Onboarding and employee retention

A self-assessment for your organization

Complete the following 7 self-assessment questions to evaluate the impact of your current onboarding programs and employee retention efforts. These questions address key aspects of your current processes and provide insights into their effectiveness and areas that need improvement. Use the following guide:

--1=not at all 2=rarely 3=more no than yes 4=neutral 5=more yes than no 6=often 7=always--

- 1. **Are your onboarding goals aligned and achievable?** *Our onboarding objectives are in line with company goals and values. Our objectives are measurable and attainable within the onboarding period.*
- 2. **Is onboarding data driven and monitored?** *What percentage of employees leave within the first year, and are there trends by department or role? Do performance metrics show improvements after onboarding completion?*
- 3. **Is your onboarding content comprehensive and relevant?** *Does the training cover essential skills and responsibilities? Is the content current and tailored to employee roles?*
- 4. **Is personalization integrated into onboarding?** *How is individual learning style and strength accommodated? Are personalized development plans provided to each employee?*
- 5. **Is feedback collected and acted upon?** *How often is feedback sought from new employees? Are adjustments made based on feedback to enhance the onboarding process?*
- 6. **Is company culture effectively conveyed?** *How is company culture and values communicated during onboarding? Are measures in place to ensure employees align with these values?*
- 7. **Does onboarding impact long-term success?** *Are employees completing key milestones on time post-onboarding? Is there a correlation between successful onboarding and overall company performance?*

HOW ARE YOU DOING?

After scoring each question, calculate your total score to assess your current approach:

7-14: RED ZONE - It's time to rethink your onboarding process and get some new processes in place.

15-21: ORANGE ZONE - You have a good start but lack some key features.

22-32: YELLOW ZONE - You have what it takes but need some improvements.

33-49: GREEN ZONE - You're rocking it! (but there's always room for improvement)