

FIRST YEAR [BETWEEN SIX AND TWELVE MONTHS]	
Outcomes: <i>Employee is fully engaged, as shown by applying skills and knowledge, making sound decisions, contributing to team goals, understanding how his/her assignments affect others, and developing crucial working relationships. He/she has a deep understanding of the company’s mission and culture. Employee has gained greater confidence in the position and has begun to take on additional assignments, as well as work with a level of autonomy.</i>	
Department/Individual Orientation	
<input type="checkbox"/>	Celebrate successes and recognition of employee’s contributions.
<input type="checkbox"/>	Continue providing regular informal feedback; offer formal feedback during the annual review process.
<input type="checkbox"/>	Have a conversation with employee about his/her experience at company to date: <ul style="list-style-type: none"><li><input type="checkbox"/> Extent to which employee’s expectations of role and company align with reality.</li><li><input type="checkbox"/> Extent to which employee’s skills and knowledge are being applied and ways</li></ul>
<input type="checkbox"/>	Begin discussing the year ahead.
Socialization	
<input type="checkbox"/>	Support and encourage employee participating on a committee or cross-functional team.
<input type="checkbox"/>	Solicit employee feedback and suggestions on ways to improve the onboarding experience. Do this one on one or with a small group of new employees.
Training and Development	
<input type="checkbox"/>	Discuss employee’s professional development goals and identify relevant learning opportunities.