

## New Employee Orientation – TRU Envision

Several times a year, Thompson Rivers University (Human Resources) offers a half day orientation to new staff (Faculty, Administration, and CUPE).

For the past several years I have participated in this session as a presenter. My contribution is to present the Culinary/Retail Meat services that are available to staff. My presentation is last so I have the opportunity to observe all sessions and general conversations that surround the ½ day.

It is excellent TRU provides new employees with an orientation, and I appreciate that institutional compliance and clarification are key objectives for the session; however, I strongly feel we are missing a perfect opportunity to promote our culture and connect with new employees in a meaningful and thought-provoking way. For your information this is the agenda for the ½ day:

- Message from the President
- Safety & Emergency Mgt.
- Admin/CUPE Union
- TRU Foundation
- Benefits
- Payroll/Cutoffs/Missed Hours
- Respectful Workplace
- TRU Recreation
- Culinary Arts/Meat Store

**Delivery Suggestion:** the institutional procedural/administrative information necessary for new employees could be altered/condensed into a one hour (or less)

PowerPoint/video, professionally developed by MarCom capturing key items in the above agenda. The goal would be succinctly and amusingly (if possible) delivering the objectives HR feels important through a video or PowerPoint presentation. The subject experts in these areas would work with MarCom and HR in creating the PowerPoint/video. The day of Orientation, following the PowerPoint/video, the subject experts would be available for Q/A., perhaps like a speed dialing format. Perhaps we could create 2 presentations and present ½ the content, do a Q/A., take a break, and repeat. Supporting the PowerPoint/video could be gifted USB's for reference (I think this already exists). The rest of the session could showcase our culture and connect with new employees on an emotional level – let's have fun!

### **Ideas that are inspirational and meaningful:**

We have a fantastic TRU community, where employees have immense cultural, professional and personal development opportunities. We need to proudly share these experiences and opportunities with new employees through high impactful videos (we must have many on the topics below). Here are some topics that we might want to share as “Do you know.....”:

- International Days
- Professional Development day and week
- All the seminars and workshops that are available
- Guest speakers – showcase the past President series
- Music in the Round
- Tuition Waivers
- Leave for Change
- TRU Connections Mentorship Programs
- Lynda.com (Linked In Learning)
- That extra week off at Christmas

### **Two Simple, Important Changes:**

The planning for this day perhaps is limited by budget but two important components, requiring increased funding, would make a huge difference:

1. Venue
2. Food

Welcoming our new employees should begin in our best space, OL 127 is windowless and dark. Let's book the Terrace or the Culinary Building – first impressions are important!

Lunch is not included in this day, but ending the ½ day session at Culinary Arts/Aramark where reserved tables await our new employees would be a great way to say “Welcome and thank you for choosing TRU as a place to grow your career.”

Thank you for allowing me the opportunity to weigh in - a new employee orientation is an opportunity to bring TRU to life – let's energize, engage and retain our new employees!

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