



# ACCESS Inboarding (parallel with Onboarding and Awards session)

## June 2024 Quarterly Meeting

*Facilitator: Shawn Strande, ACO*

# Inboarding, defined

“Inboarding is an ongoing process that helps established employees acquire the knowledge, skills, processes, and training they need to succeed within an organization. Its definition is similar to onboarding, except it focuses on established employees rather than new hires. Its main purpose is to increase time-to-productivity, improve engagement and increase retention.

An inboarding program that delivers in all the right ways will accomplish these goals: **Reduces time-to-productivity; Reduces turnover; Improves cohesion; Improves engagement; Reduces stress; Develops job knowledge”**

<https://www.aihr.com/blog/inboarding-forgotten-brother-onboarding/>



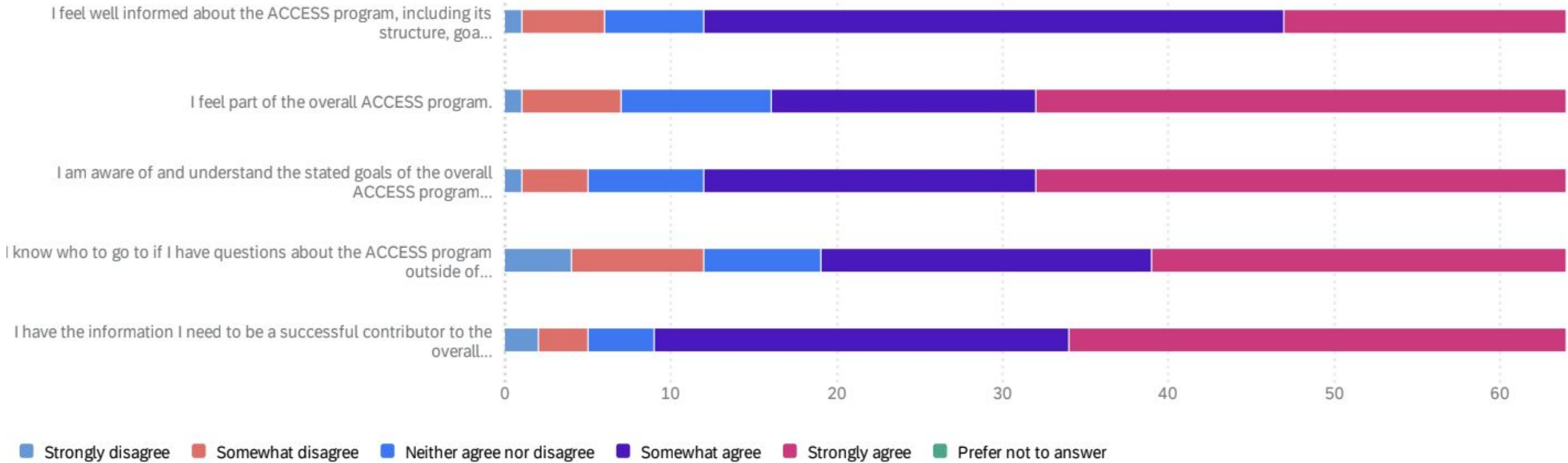
# Goal for this session

- This is a **brainstorming session** that aims to identify areas for improvement in how we support existing ACCESS staff in finding information they need to be effective in their role, and making use of and improving the tools and processes available to them.
- **I need a volunteer** to scribe and report out when we reconvene for the 15 minute debrief
- We have **40 minutes**
- **Cameras on** if possible. **Raise** your hand and give time for everyone who wants to speak



# Staff raised issues in areas of getting information they need in their role, knowing where to go for answers, awareness of what's happening

Rate your level of agreement with the following statements, thinking about your interactions with the ACCESS program as a whole. 64 ⓘ



# A few questions staff might ask that illustrate why we're here

- I don't know who people on the other teams, where do I find that information?
- I'm having trouble getting someone to respond to my request, what do I do?
- I'm confused about when should I use the ACCESS Wiki vs ACCESS Google Docs?
- What opportunities does ACCESS offer for learning (e.g., from one another, ACCESS collaborators, etc)?
- There's a cool initiative I'm aware of in another team, can I/how can I get involved?
- How do I make a recommendation to ACCESS leadership for consideration?
- I have a problem with a team member, what do I do?



# Let's do some brainstorming

## 1. What's working?

- What's working well in terms of communication flows, meetings, tools, etc?  
This can be unique to your team, across the program, from another organization or program you're involved in.

## 2. What are your pain points with ACCESS?

- What information are you missing or find difficult to track down when trying to get work done?
- What information are you missing that would make your job easier?

## 3. What are your ideas to leverage what's working and what can we learn from these pain points to improve?

