

# FIRST 6 MONTHS ONBOARDING PLAN



EMPLOYEE NAME:

START DATE:

## FIRST 6 MONTHS OVERVIEW

MONTH 1-2	MONTH 3-4	MONTH 5	MONTH 6
<ul style="list-style-type: none"><li>• Weekly checkins with manager</li><li>• Team meetings</li><li>• Internal deep dive training</li></ul>	<ul style="list-style-type: none"><li>• Fortnightly check-ins with manager</li><li>• Team Meetings</li><li>• Shadow XX for the day</li><li>• Goal Setting</li><li>• Networking Events</li><li>• Review Competency Framework</li></ul>	<ul style="list-style-type: none"><li>• Fortnightly check-ins with manager</li><li>• Team Meetings</li><li>• Probation Review - self evaluation, manager evaluation, review meeting</li><li>• Professional Development</li></ul>	<ul style="list-style-type: none"><li>• Check-ins with manager as per agreed cycle</li><li>• Team Meetings</li><li>• Development Plan</li><li>• Confirm Employment</li><li>• Seek feedback on onboarding experience</li></ul>

