ONBOARDING TRAINING GOALS CHECKLIST – New Hires emerge with:

☑	Step:	Description:	Owner / DRI / Names:
	1	**Community -** A sense of community with other new hires; no matter their seniority levels, they'll be a good information network for one another.	
	2	**Vision -** An understanding of leadership's vision for the company, as well as company values and operating principles.	
	3	**Industry Knowledge** - Deeper knowledge of the business, including a strong sense of the industry and key products.	
	4	**User's Perspective -** Insight into the perspectives of users and their feedback.	
	5	**Operating Structures -** Knowledge of the company operating structures and the most recent goals and priorities.	
	6	**Organization Structures & Career Paths -** A visualization of high-level company organizational structures and possible career paths.	
	7	**Company Processes -** An understanding of key company processes, such as compliance procedures or what to do if an employee is contacted by the media.	
	8	**Team Fit -** A sense of where their team fits into the company's bigger picture. How teams "ladder-up" to the company's bigger picture goals and plans.	
	9	**Internal Resources Access & Training -** An ability to find internal resources to self-educate and seek assistance. Training on internal communication, productivity and reporting tools.	