

**SET UP FOR  
SUCCESS***Onboarding Check-In Questions***Understanding Your Employees Onboarding Experience**

The below list of questions will help guide conversations with your new employee about their onboarding experience during the first several months on the job.

- How's it going? How do you feel in your new job?
- What are you enjoying most about your role?
- Is the job/team/company what you expected?
- Has anything surprised you? If so, what?
- Has training been helpful? What would you add or change?
- Do you have all the tools and resources that you need?
- Do you feel like you have gotten to know your coworkers well?
- Do you feel out of the loop about anything?
- What should we provide to new employees that we have missed?
- What is working/what is not working?
- Is anything about your role, the team or company still unclear?
- How can I be a better manager to you?
- As your manager, what can I do to make your transition easier?
- What is the career path you want to follow in the organization?
- What type of development activities and training would you like to participate in?
- What are your strengths and how would you like to use them in your current position?
- How does your work contribute to the overall goals of the county?
- How can you help your agency better support the community?

