

Why New Staff Orientation Is So Important

Hiring on and training new staff is one of the biggest challenges that employers face. These individuals will make the difference between success and failure in your business. Here are the top reasons why staff orientation is so important.

Employees Need to Understand Your Values

In a new employee orientation, information about your business should be the place you start. Where else are your new staff members going to learn about your passions and visions for the company? This is an important part of any orientation, as it helps the employee understand the culture of your business and why they need to get on board.

Company Culture Shines Through in Orientation

A new staff person's first impression of your company's culture will be evident through the orientation they receive.

Continued on page two – Orientation

INSIDE THIS ISSUE

1. *Why New Staff Orientation is So Important*
2. *3 Reasons Employees Leave Bitter*
3. *Year-End Business Preparation*
4. *Exceptional Leaders Are Willing to Take Risks*

All articles, quotes, and material in this newsletter are copyrighted. © 2016. No part can be reproduced in any form without specific written consent from copyright holder(s). All rights reserved worldwide.



Do you have a new employee orientation program?

3 Reasons Your Employees Leave Bitter

When employment ties are cut, an employee may leave bitter or frustrated. Unhappy former employees can cause a lot of damage on the way out the door and after they are no longer employed.

The latest Employee Branding Study by Career Arc explained the staggering results that 38% of employees that were fired or laid off, posted bad reviews online about their former employers.

The unpleasant and negative feedback that potential job seekers may see online will give them a negative taste for your company. Plus, these potential candidates tend to change their minds on their application submittals.

As an employer, your goal should be to figure out why the employees leave bitter in the first place. Knowing the why will help to address the issue and move forward to correct it in the future.

3 Reasons Your Employees Leave Bitter Include:

1. Did you hear me?

Unhappy employees leave wondering if they were ever really heard. Be sure that you listen to your staff. They want to be considered. Validate your employees with an affirming word, a nod of the head or an email response back.

If they are let go for something they feel like they had already addressed with you (but not felt heard) then they will most certainly feel angry.

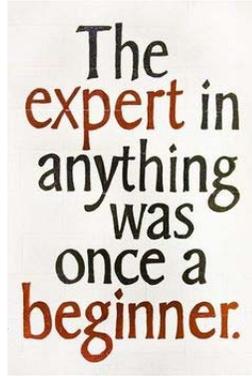
Continued on page two – Bitter Employees

Continued from page one – **Orientation**

If the orientation is not put together well, the individuals will have a good idea of how the business is run.

If you can't take your own business seriously by putting together a valuable orientation, then how can you expect people that work for you to take you seriously?

Introduce all new personnel to what is important to you as an employer by creating an orientation that will give them valuable information.



Customer Service Expectations Must Be Explained

During the orientation process, you need to communicate clearly how the new team member should serve customers. This is a very valuable part of the process.

You cannot assume that they will know how to treat customers to your liking. It doesn't matter how much experience they have in the industry. All businesses handle this aspect of the business differently.

Employees Need to Meet Leadership

In the orientation, new employees need a chance to meet existing leadership and hear from them personally. Companies that lead from the front are the ones that are successful. As a CEO, it is part of your job to introduce yourself to those that your company employs.

Many companies let out a sigh of relief after they have hired on new staff members. They feel that this is the hardest part of the process. The truth is, molding and shaping the new employees into people that are a good fit for the company is the real challenge.

We would love to hear your comments. Please contact us today! ♦

~ Written for us by our associate Gary Sorrell, Sorrell Associates, LLC. Copyright protected. All rights reserved.

Continued from page one – **Bitter Employees**

Listen well and communicate frequently with your employees.

2. Don't leave me hanging!

If you let someone go, be sure to give a reason. They may not agree with it but at least they aren't left wondering, analyzing and stewing over it after they leave. No one likes to be left hanging and that is how it feels to be let go "without cause."

3. Why did you string me along?

Employees that are laid off, fired or quit can act out in frustration online. Often this gives them an outlet to vent out their anger and hurt. One surefire way to avoid stringing someone along is to give them ample opportunity to improve.

In other words, terminating an employee should not be out of left field for them. Be sure to let them know the areas they need to improve upon. Give them a warning in advance that if the specific behaviors don't change, then you'll have to make a change.

Keep your employees informed, really listen to them in effort to hear their message and don't leave them hanging. If you are clearer with them, then they will leave your company more satisfied even if the reason was something unpleasant like a termination. An exit interview is highly suggested. ♦

~ Written for us by our associate Gary Sorrell, Sorrell Associates, LLC. Copyright protected. All rights reserved.

Nov 6, 2016 - Daylight Saving Time **Ends**

Daylight Saving Time (DST) is often incorrectly referred to as "daylight savings time". In some countries, it is also called "summer time". When DST is not observed, it is called standard time, normal time or winter time.

Sunday, November 6, 2016, **2:00:00 AM** clocks are turned **backward** 1 hour to Sunday, November 6, 2016, **1:00:00 AM** local standard time.



Year-End Business Preparation: Setting Goals For The New Year

The new year is quickly approaching. We're at the timeframe where companies begin to focus on year-end business prep and goal setting for the upcoming year.

This time period is crucial to your business and will make a difference on your bottom line, efficiency and even your employee's morale. As you prepare for the end of year, be sure to consider the following to ensure greater success in the months ahead.

Take time to reflect

Meet with others in your company and reflect on what worked and didn't work over the past year. Discuss how you can improve the areas that need a few tweaks. Brainstorm ideas together and reflect over the last year's data before you jump into setting new goals.

Further, drop whatever is not working and move on. Don't try and force what's not working to work.

Set realistic goals

Goal setting is a helpful habit if they are realistic.

You must be able to set a timeframe and then measure the goal. A plan that has clearly defined action steps will be more effective. Your goals should be manageable and understood by yourself and others within your company. If the goals aren't realistic, they will fall by the wayside and they most likely won't be achieved.



Business promotion plan

Marketing your business should be ongoing. You want to consistently promote your business and not let that goal fall to the bottom of your to-do list. Set a goal to create a business promotion plan and make it a priority. As the saying goes, "We never plan to fail, but we often fail to plan." Don't let that happen with your business promotion plans.

Education is key

Business professionals often forget to keep learning. Educational opportunities for both yourself and your team are vital to grow your business. There are endless webinars and free online courses to take so there is no excuse to not embrace learning a little something new next year.

We've never fully "arrived" because there is always some area where we can grow. Be sure you take advantage of training opportunities within your industry and you'll most likely see growth follow in the New Year.

Goal setting is essential as we approach the New Year. Be sure to embrace this time and come up with a strategy that will enable your business to flourish in the not too distant future. ♦

~ Written for us by our associate Gary Sorrell, Sorrell Associates, LLC. Copyright protected. All rights reserved.



One Minute Ideas

Successful Daily Habits

Make it a habit to end every working day by doing these things:

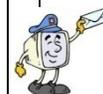
Clear your desk. Never leave your desk messy. Put everything in a file or to-do folder and in a designated spot. You will start each day off on a positive note. This will also help to keep you organized and possibly prioritized. (You'll get tired of seeing the things you haven't finished in your to-do folder and finally do it to get it off your mind)

Reflect upon the day. Ask yourself some questions and evaluate yourself.

- ✓ "Did I accomplish a goal today and did I record it in my goals accomplished journal?"
- ✓ "Did I spend my time wisely today?"
- ✓ "Am I moving closer or farther away from my dreams and goals?"
- ✓ "Would I do anything differently if I could do it over again?"

Plan for the next day. Transfer your tasks in your daily planner, make a prioritized list of to-do's, list the goal(s) that must be accomplished, etc.. By planning for the next day today, you will relieve stress and be prepared to be off to a fast start tomorrow. ♦

BancSearch, Inc.™



P.O. Box 700516

Tulsa, OK 74170

Tel: 1-800-776-6413

E-mail:

recruiters@bancsearch.com

Visit Our Web Site at

www.bancsearch.com

Exceptional Leaders Are Willing To Take Risks

Exceptional Leaders know that full mastery of anything requires that one experiences both successes that reinforce and failures that deepen learning. Only then will one truly be a master.

They celebrate risk taking. For they know that it is essential to take risks to initiate change and to move an organization forward.

Taking risks is not only important for the payoffs but also for the learning. For this reason, the Exceptional Leader is willing to take the risks associated with doing things that are out of their comfort zone.

Thought Provoker

- What is it you are not doing due to fear of failure, rejection, or loss?
- What would you do now if you moved through your fear and took action?
- What products would you produce? Would you give that speech? Would you leave that unsatisfying job, not knowing with certainty what is next?
- Would you take the assignment that will be particularly challenging with high risk but also huge payoff, start that new business, make that investment now with an uncertain but highly profitable potential return in the future?
- Would you make those needed personnel changes?



Be willing to take risks. Feel the fear and do it anyway. Move out of your comfort zone. The Exceptional Leader knows that taking risks is a critical part of the game. ♦

Copyright protected by author Bruce M. Anderson. Reprinted with permission. Thinking Partners Inc.

Employers

Experience + Knowledge + Integrity = Results

You benefit from our years of experience, knowledge of your industry, our contacts and our integrity.

You don't have to train our consultants. Our least experienced consultant has over fifteen years experience. We know you want candidates with stable work experience. We know to avoid the "tire kickers". We observe a candidate's presentation skills.

You decide. Occasionally we will ask you if you want to see a candidate's resume that we are not sure we should present. Why? It is your decision. We would rather have you tell us no than miss the candidate you have been looking to hire. We are okay with "no." We understand that the people you hire can make or break your success.

[DOWNLOAD](#)

Eight Steps to a Successful Hire

You benefit from "Eight Steps to a Successful Hire". These are steps to insure your success in hiring. We take our direction from you which means that our steps can be adjusted to fit your needs. Our service is not cookie cutter.

You benefit from our industry knowledge. We understand the difference between retail and commercial, private client and institutional. We know who has the "A" players, whose employees are disgruntled and who is laying off long before it's in the press.

You benefit from our network of recruiting firms. BancSearch is a member of the largest financial services network in the U.S. with over 80 firms and 190 recruiters.

BancSearch, Inc.

P.O. Box 700516, Tulsa, Oklahoma 74170 ♦ 1.800.776.6413 ♦ recruiters@bancsearch.com
Visit our web site at www.BancSearch.com