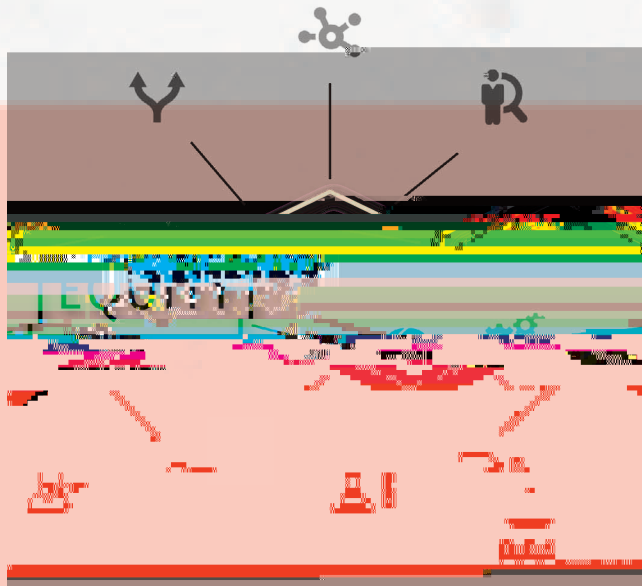


# INCREASING EQUITY AT THE WORKPLACE

IE A II A D B A D I G  
EM I I LKI



STEP :  
IMPLEMENT INNOVATIONS



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Work Equity Audit Toolkit | Orientation and Onboarding System



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### 5.0 Introduction

Orientation and Onboarding System



Figure 12: Step 5 of the Orientation and Onboarding System Toolkit

### 5.1 Roles and Responsibilities

Orientation and Onboarding System

### 5.2 Step 5 Tasks

Orientation and Onboarding System

1: A M P I O O

Before (%)	Sample Metric to Consider	After (%)
	% of new employees who are “satisfied/satisfied/very” with their orientation to the organization and their new jobs, analyzed by demographic and social identity groups (as data are available).	
	% of new employees who are “satisfied/very satisfied” with the extent to which they feel welcomed, analyzed by demographic and social identity groups (as data are available).	
	% new employees who are satisfied with the information they received about how the organization is structured, analyzed by demographic and social identity groups (as data are available).	
	% of new employees who feel “engaged/very engaged” in their jobs 3 months after their starting date, analyzed by demographic and social identity groups (as data are available).	
	% of employees who feel they “belong” to the organization 3 months after their starting date “to a great extent”, analyzed by demographic and social identity groups (as data are available).	
	% of employees who consider your organization to be an “employer of choice” 3 months after their starting date.	

Figure 13: Sample Metrics

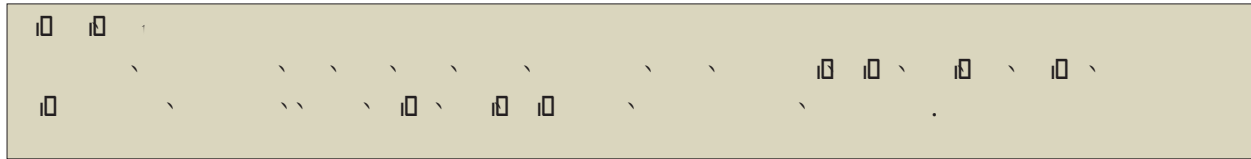


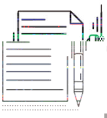








Figure 14: Impact of Innovations on Levers for Change

## Orientation and Onboarding System Toolkit Worksheet #12

### Impact of Innovation on Other Levers for Change – New Opportunities for Increasing Equity



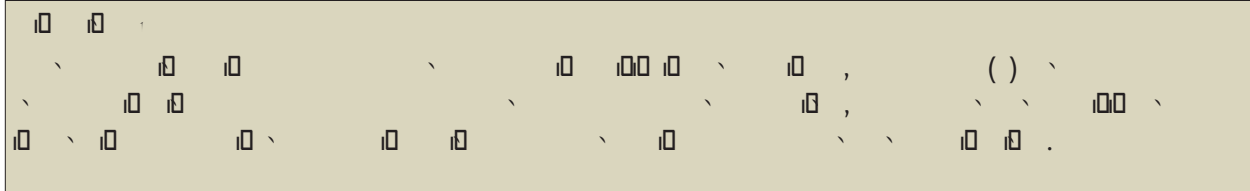
	Levers for Change	If “yes,” what was the impact of the innovation on other Levers for Change?	If “yes,” are there additional opportunities for strengthening equity of your organization’s Orientation and Onboarding System using other Levers for Change?
	Did your organization make a change in orientation and onboarding Policies? <input type="checkbox"/> No <input type="checkbox"/> Yes		
	Did your organization make a change in orientation and onboarding Practices? <input type="checkbox"/> No <input type="checkbox"/> Yes		
	Did your organization make a change in Planning and Assessment (e.g., data collection) related to orientation and onboarding? <input type="checkbox"/> No <input type="checkbox"/> Yes		
	Did your organization make a change in Roles and Accountabilities for the equity of orientation and onboarding? <input type="checkbox"/> No <input type="checkbox"/> Yes		
	Did your organization make a change in workplace Culture related to orientation and onboarding? <input type="checkbox"/> No <input type="checkbox"/> Yes		
	Did your organization make a change in workplace Climate of inclusion related to orientation and onboarding? <input type="checkbox"/> No <input type="checkbox"/> Yes		
	Did your organization make a change in Communication related to orientation and onboarding? <input type="checkbox"/> No <input type="checkbox"/> Yes		





# 4: M R P A I O

## Orientation and Onboarding System Toolkit Worksheet #13 Communicating Success



Who is the “target audience” (for example, top management, supervisors, employees, HR, etc.)?	What are the most important messages you should share with them?	When should the messages be sent?	How should the messages be delivered (and by whom)?

**Congratulations for navigating your way toward increased equity in the Orientation and Onboarding System at your organization!**