

The First Few Weeks

We encourage supervisors to schedule regular weekly meetings in your new hire's first month. Planning intentional meetings with meaningful conversations will build better relationships, more engaged employees, and a better workplace!

Try asking your new hire to bring topics to every meeting for discussion – these may include:

- Accomplishments for the week
- Progress made on any established short-term goals
- Successes
- Challenges
- Questions

You can find other suggested topics in the Check-in Meetings documents: [Check In Meetings - 1st Month.pdf](#)

