

Onboarding - Key Questions

The following is a list of key questions to ask new team members when they first join your team. You won't know how to motivate, inspire or recognize someone unless they tell you. Being proactive and asking questions to find out will help your new report feel valued and important.

1. What is it about this role that you are most excited about?
2. What tasks and activities make you jump out of bed in the morning?
3. What makes you hit the snooze button?
4. Do you perceive any challenges in this role?
5. What do you want to learn in this role?
6. What would you like to be doing in the next 3-5 years?
7. How can we support your career goals?
8. What is your preferred method of communication?
9. How do you plan your day?
10. How can your manager get the best from you?
11. How do you prefer to receive feedback?
12. What are you looking forward to the most about being a part of our team?
13. How do you like to be recognized?