

**THE OBJECTIVES OF STAFF INDUCTION**

* Adjust or acclimatise new staff to their jobs and working environment.
* Assist new staff in understanding the values, culture, practices and policies of the institution, Faculty, department.
* Facilitate a sense of belonging to the Rhodes family.
* Identify any problems that the new member experiences in getting settled.
* Develop a relationship between new staff member and the HR Generalist.
* The benefits of a well-organised staff induction programme

**THE BENEFITS OF A WELL ORGANISED STAFF INDUCTION PROGRAMME**

* **Good impression:** Creates a favourable impression of Rhodes University and the department.
* **Facilitates a sense of Rhodes University being a “home for all”:** It makes the staff member feel welcome and valued in that time and effort has been taken to help them acclimatise. It lessens likely anxiety associated with changing jobs, employers and even homes.
* **Maximises opportunity for contribution:** Helps the staff member settle down quicker, helps them navigate the “environment” more comfortably and understand what is required of them. All this contributes to a staff member who is able to understand what is expected of them, who understands how things work and who therefore is able to make a contribution to the department in the short-term and the long-term.
* **Enhances staff retention:** Staff being able to settle in quickly, who feel supported are likely to contribute towards staff retention.