



Program: Cultivating our Future; Onboarding

Session Length: 45 minutes

NEXT Conference Objectives:

1. Delegates should gain an understanding for how to recognize problems; determine innovative, alternative solutions; and implement those solutions in an effective manner.
2. Delegates will leave with tools and resources that will assist them in moving their respective lodges forward.
3. NEXT Staff members will solicit feedback on best practices that can be shared across the country.
4. NEXT Staff will identify areas within our organization that are/or could be potential threats and weaknesses.

Training Information:

Delegates will be organized into crews of 15 – 20 and assigned a Crew Guide. The Guide will stay with their crew all day and may be used to assist with and/or lead sessions. Guides will take time to review key concepts during the day with their delegates. Delegates will be introduced to the LeaderX concept on Innovation Day. All sessions should demonstrate/include the LeaderX model of *Explore, Dream, and Discover*.

Session Objectives:

At the end of this session, the delegate will be able to:

1. Learn about the resources available in the Guide to Inductions.
2. Learn the importance of effective communication with candidates and their families.
3. Learn about the 10 Induction Principles; what they are and how to follow them.
4. Learn about the importance of a New Member Orientation and how/when to best deliver one.
5. Discuss how to improve all aspects of the Inductions process.

Session Needs:

1. Handout Materials
 - a. 10 Induction Principles
2. Resources for Reference
 - a. Guide to Inductions
 - b. 10 Induction Principles
3. Technology
 - a. Dry erase board or flipchart

SESSION NARRATIVE

- I. Introduction 5 minutes
 - a. What is onboarding? Securing new members through good communication and information.
 - i. Onboarding starts with the first impression which is normally Arrowmen at events serving or delivering a program
- II. Explore.....20 minutes
 - a. Understand who we serve in Onboarding: Candidates, Parents, Unit Leaders

Trainer Instructions: Split into small groups. Assign each group a role of a Candidate, Parent, or Unit Leader. Have the groups brainstorm and write a list of the information they would want during a Unit Election.

After that make compile a list using ideas from the groups so there would be a “master” list for candidate info, a list for parent info, etc.
Repeat the exercise for Call Out and then for Ordeal.

- III. Dream.....10 minutes



- a. Gain Insight
- i. Review Induction Principles and the resources in GTI

Trainer Instructions: Open floor for proven innovations that work well (*Example being one lodge that give the Unit Leader individual election reports on each candidate. They then turn in that election report for each candidate for Call Out and Ordeal. Also serves as evidence for out of council Call Outs*).

Focus discussion surrounding parent communication pre-Ordeal and also new member orientation

- IV. Discover.....5 minutes
 - a. Draft a Lodge Onboarding Plan

Trainer Instructions: Create an example flowchart for a Lodge that shows when and how communication is delivered throughout the onboarding process. Use the information and ideas from the previous talks to form this Onboarding Plan

- V. Wrap-up/Feedback.....5 minutes
 - a. Questions, etc.