WE'VE COMBINED IMPORTANT EMPLOYMENT STATISTICS WITH HIRING, ONBOARDING, AND ENGAGEMENT ACTIVITIES TO CREATE THIS "DATALINE"—A TIMELINE OF EVENTS AND IDEAS SUPPORTED BY DATA.

POST-CLOSURE HIRING & ONBOARDING "DATALINE"

Your company will never look the same again. History shows that 88% of routine jobs eliminated over the past 30 years were eliminated within 12 months of a recession. We know many workers will not return after a furlough or layoff. Everything is different now.

Be your governor's shadow. Each state can reopen on its own timeline, so stay abreast of your state's plans so you know when business will open up.

The early bird gets the worm! Regardless of unemployment levels, employers who are slow to hire—like those who take the national average of more than 3 weeks— will lose out on the best candidates.

Treat new and returning workers the same. Workers will enter your doors with trepidation. Plan a careful onboarding program that reassures and supports each individual during (re-)integration.

TLC matters—we mean tender loving care, not the band. Our survey results indicate up to 30% of workers might need extra attention at the 30-day mark.

Seven weeks in heaven? Doesn't seem like people feel that way. Our average worker quits after only 279 hours, with the two most common reasons being "personal" and "other job with higher pay."

PLANNING	RECRUITING/RECALLING	HIRING	ONBOARDING	EARLY ENGAGEMENT

Start outlining a new human capital strategy.

· Work with department supervisors to identify essential personnel and positions which can be easily eliminated or automated, and then model your new costs and expected productivity levels before unleashing your plan of action.
· Write new job descriptions so they are ready when you recall employees or hire new ones into blended or entirely new roles.
· This is also a great time to identify a staffing provider and obtain pricing.

Use time to your advantage.

· When reopening is less than two weeks away, start working through your recall roster and posting openings as you identify them. Your preexisting workers who want to return may hold off on finding other jobs if employment with you is less than two weeks away, and new employees may be willing to wait for a start date.
· Have your HR and Legal team review new job descriptions to make sure they remain complaint with Fair Labor Standards Act rules for exempt and nonexempt status, among other things.
· Share job descriptions so your staffing provider can create a pool of potential employees.

Speed up your hiring process!

· Engage with candidates immediately after receiving an application; don't wait on an arbitrary application review date.
· Reconsider the applicability of background screens, multiple interviews, and multi-step pre-employment tests. Reducing or eliminating unnecessary steps can shave five to 10 days of idle waiting time off your process.
· Don't ask candidates to visit your office multiple times. Process all paperwork in one visit, or offer an online system that can be accessed on a home computer or mobile device.

Get the job off to the right start!

· Before Day 1: Provide an informational sheet that details where to go, what to wear, and who to ask for.
· Day 1: Provide a detailed, five-day training schedule, and offer an on-site orientation and welcome meeting.
· Day 2: Take the new employee to lunch.
· Day 3: Have the HR team conduct a check-in call.
· Days 5 – 10: Schedule a check-in meeting with the supervisor or team lead.
· Day 10: Give the employee some logo wear. Go team!

Ask for feedback, and intervene if necessary!

· Days 21 – 28: During this week, send a one-question survey asking about job satisfaction and offer a follow-up conversation if one is desired.

Make the job so good there's no reason to look around!

· Days 30, 60, and/or 90: Offer a time-based wage increase as a retention incentive to help combat the desire to look around for a job with higher pay.
· Supervisors should develop deeper rapport with team members, which can help motivate new employees and identify when "personal" reasons may affect employment.

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