**SES Onboarding Key indicators and Questions**

Questions

* What is the purpose/goal of the program?
* Who is the target audience (define “new executive”)?
* Do you evaluate at every phase of the program (1st day/week; first 30 days; first 60 days; etc.)?
* Do you evaluate anyone ***other than*** the participant (supervisor, senior leader, peers, mentor, staff)?
* What methods do you use to evaluate other than electronic/paper survey (focus groups, interview, etc.)
* Who is responsible for consistently collecting and analyzing evaluation data?
* How, to whom, and how often is evaluation data reported?
* What decisions have been made (and by whom) as a result of evaluation data?

Also, here are a few measures of performance that you may want to consider, depending upon the purpose of your program:

**Key Indicators/questions**

* + Time to productivity
  + # of training modules completed within first year
  + % having a mentor on Day 1, on Day 90, at end of first year?
  + % who participate in cohort activities
  + % with an EDP within first 30 days
  + % of target stakeholder meetings within first year
  + Key question analysis for the executive
    - How well do you feel you understand your agency’s priorities?
    - How well do you understand what is expected of your role?
    - How well do you understand how your efforts contribute to the success of the agency?
    - How would you rate your interaction with senior leadership?
    - Rate the level/quality of feedback from management on performance.
    - How much of your success do you attribute to the agency Executive Onboarding program?
    - *(There should also be questions for supervisors, senior leaders, mentors, coaches, etc.)*
  + Employee Satisfaction
    - Job satisfaction within first year
    - SES retention past year one
    - Feedback on departure