**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