

THE EXTRA POINT

BY JERRY ROBERTS



114 Got a New Job? Do This

Getting a new job is exciting. A new place, new challenges, and new people. I'm Jerry Roberts and today let's talk about how to make the onboarding experience even better...on The Extra Point.

It's your first week on the job and you want to make a good impression — on your boss and everybody else.

Somebody will likely take you around to make introductions to some of your new coworkers, and you want to make this fun. Here's an idea to do that.

Create a Whatsapp group on your phone. As you meet people let them know you'd like to be able to match names and faces as quickly as possible, and would they mind taking a selfie for you? A selfie? You bet. They take the image and type their name in. If they have a business card, grab it. Or, take a notepad with you and write down each person's name and department, then you can do that matching later.

Unless you have a photographic memory for names and faces, this is a great way to get to know people. Every time you meet someone new, have them do the photo with their name. Then, study that group.

Imagine how pleasantly surprised they'll be when you greet them by their first name the next time you see them. Score a point for you.

Fast Company contributor and emotional intelligence expert Harvey Deutschendorf has a couple more tips for meeting new people. He said: "Show genuine enthusiasm for meeting. Just be natural. Give your best, authentic smile. Make eye contact, offer a firm handshake. It's that easy."

Deutschendorf added, "Say their name before leaving, "It was great meeting you, Maria."

Initially, use your breaks to spend a few minutes chatting with the people on your team or in your department. Get to know them a little, beyond the selfie. Maybe bring in a morning treat one day the first week. Instead of donuts, if you can bake banana bread, that's a bonus. Hey, just sayin'.

After you've spent some time with your immediate team, expand that to include the people you'll regularly be relying upon — maybe that's the IT manager, or service coordinators.

If you're working for a company with several hundred workers, you don't have to get to see every one of them. If you're one of 50 or 100 employees, I'd want to spend a few minutes with all of them in the first month — or two at the most. It's not as hard as you might think. Keep studying that Whatsapp group. These early interactions will set the tone for future connections and relationships.

If someone you want to talk with is out, leave them a written note asking for one of those coffee breaks at their convenience. You could send an email, but a written note is better. You're off to a great start and you've made that positive impression. Now, deliver results and keep it going.

That's The Extra Point. Get out there and make something good happen today. For 93.3 and the Ray Gibson Show, I'm Jerry Roberts.

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