

Retaining the Candidate

Top Hint

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Staff retention and engagement is a critical to the success of a company. Preventing staff turnover is financially beneficial. It also ensures a secure work force, and in turn, a better work ethic. The expense of time and money to recruit a candidate need not be wasted. Staying close to and understanding your staff is imperative. Here are some tips how

- ✓ Reviews. Weekly or monthly reviews will no doubt be part of a company's Human Resource. This should include reviews of work and personal life. There is a strong link between the two and demonstrating care will pay dividends
- ✓ Development. Opportunities for career development may have been a subject during the interview process. It may also come up during reviews. Most employees will expect some career development. Help support development will keep staff for longer
- ✓ Communication. Keep a clear chain of communication with your new employee. Ensure you understand their needs and that they are performing their job as expected. Allow open feedback and opportunity to raise any questions. If left unchecked any negative ideas can rapidly spiral out of hand, possibly affect other staff
- ✓ Know the candidate. After the initial excitement of a new job find out what motivates them to get up in the morning and work. Understand their professional desires and personal circumstances. People are different and the evening drinks after work might not suit a person with a busy family life. Tailor events to suit individuals
- ✓ Praise. A simple positive comment from time to time can lift spirits. Congratulate and encourage by praising good work. Include this, if applicable, in a team so individuals aren't always singled out. Some staff can be shy of such praise so handle with discretion
- ✓ Rewards. This can be simple and inexpensive or something more lavish like an away weekend with the team. Even small targets and rewards can pull a team together leading to a happy work place. Employees will feel valued and therefore more content
- ✓ Be happy! Without going overboard because everyone has an off day, keep your new employee smiling. Show an interest in them and ask about their weekend, for example. Not only will it reinforce their decision for accepting the job but will ensure maximum productivity