

New Hire Orientation Agenda



Day 1

Location: NCC1

8:30 a.m.	New employee introduction(s) Complete I-9 form and hand-in signed paperwork Review new hire bag Review orientation agenda & packet
8:45 a.m.	Lincoln Leadership Welcome
9:00 a.m.	NRECA Overview Your Employee Benefits
10:30 a.m.	Lincoln Building & Employee Safety Building Tour View Stretchware
11:00 a.m.	Service Excellence Recognition Program, Enrichment Committee, NRECA Lincoln activities
11:30 a.m.	IT & CBA/NRECA Help Desk Orientation 1 st Day Wrap-Up
12:00 p.m.	Lunch with Manager

Day 2

Location: NCC1

9:00 – 10:30 a.m.	NRECA Systems Presentation <ul style="list-style-type: none">• NRECANow• Oracle Self-Service• ADP Self-Service• Cornerstone<ul style="list-style-type: none">○ Learning Management○ Performance Management• NRECA Recognition Program• Cooperative.com<ul style="list-style-type: none">○ NRECA Employee Benefits• Health Equity
-------------------	---

New Hire Orientation Agenda



Day 3

Location: Pam Holdsworth, EBS (Employee Benefit Services)

Main Level-Northwest

10:00 a.m. Employee
Benefit Services, taken
by Employee, Pam
Holdsworth

Employee Photo (head-shot)

Week 3

Location: NCC1

10:00 – 11:00 a.m.
Presenter, Shanna
Bridges

Overview of NRECA Lincoln Operations

Month 2

Location: NCC1

1:30 – 3:30
Presenter, Carmen
Wiles, Human
Resources

Human Resource Onboarding Orientation Part 2

- Employee Engagement
- Successful Performance
- Career Framework, Compensation & Recognition
- Learning and Development
- Respectful Workplace
- Resources and Tools