Employee Onboarding Canvas

Created for:

Function:

Created by:

Date:

Why
Why does your company exist?
Why do you do what you do?

Mission
What is the mission of your company?

Core Values
What are the core values of your company?
What values and rules define your company culture?

Key Skills
What are the key skills the employee needs to have?
What experience does the employee need?

OK
What is the olympic minimum for the job?
When will the employees performance be sufficient enough?

How
How do you reach your companies goals?
How do you reach your why?

Good
What does the employee need to do to perform above average?
When is the employees performance good?

Vision
What is the vision of your company?

Key People
Who are the key people the employee will engage with?
Who are his or her main colleagues?
What cross department people does the employee interact with?

What
What is it exactly what you do?
What services does your company deliver?

Great
What does the employee need to do or be to be considered a superstar?

Responsibilities & Goals
What are the specific responsabilites for the employee in the company?
What company goals does the employee help to reach?

Career & Growth
How does the possible career of the employee look like?
What are the possible growth paths for the employee?

Family Diner Pitch
What do you want the employee to tell about the company and culture at the next family diner?