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TIPS TO RETAIN TOP TALENT

It's every manager's nightmare: One of your best employees resigns out of the blue. Right away, you've got a whole new set of challenges to tackle on top of your daily responsibilities. We're here to provide you with 7 tips to avoid this headache.

- 1 Focus on Onboarding and Orientation:** Every new hire should be set up for success from the very start. Your onboarding process should teach new staff not only about the job but also about the company culture and how they can contribute and thrive. Don't shortcut this important step! Check out our [30-60-90 e-book](#).
- 2 Compensation & Perks:** It's essential in this competitive labor market for companies to offer attractive compensation packages. That includes salaries, of course, but also bonuses, PTO, health benefits and retirement plans. Each employee should have a strong understanding of the benefits you offer.
- 3 Communication and Feedback:** Keeping open lines of communication is a formal way of describing a practice that's essential for employee retention. Your direct reports should feel they can come to you with ideas, questions and concerns, and they expect you to be honest and open with them about improvements they need to make in their performance. Connect with team members once a week. Learn how you, too, can [Build a Performance Management Process](#).
- 4 Training:** Make it a priority to invest in your workers' professional development and seek opportunities for them to grow. You can promote development by paying for employees to attend conferences, provide tuition reimbursement, or pay for continuing education training. Check out our [Types of Employee Training](#) e-book.



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5 Recognition: Employees want to feel appreciated for the work they do. Make it a habit to thank your employees when they go the extra mile, whether it's through a sincere email or maybe an extra day off. When you show your appreciation, explain how their hard work impacts the organization.

6 Work-Life Balance: Expecting staff to regularly work long hours is not conducive to employee retention. A healthy work-life balance is essential to job satisfaction, and people need to know that their managers understand they have lives outside of work. Encourage staff to use their vacation time!

7 Upgrade Equipment: Take a look at your desktops or provided laptops. Do they weigh more than a bowling ball? Having outdated hardware and software is often a complaint of employees. Not only can old equipment make employees inefficient, but it can also send a message that your company has no interest in staying up to date with the latest tools and technology.

Improving employee retention rates will result in a better performing organization. In the long run, lower turnover rates mean less money spent on hiring, training, and development. Additionally, it will also mean retaining high-quality employees who've already proven to be great performers within your organization.

To get a grip on retention metrics you should measure, download our [calculator](#):

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