

Welcome to ALSAC Onboarding Agenda Overview

Day 1: Monday (In-Person if Memphis-based & Virtual)

Time: 9:30AM-3:30PM (CT)

Key Highlights:

- I-9 Verification and New Hire Documentation
- Security & Badging
- ITS Support
- Time off/ Pay Schedule Review
- Timecard Training (if applicable)
- Benefits Overview with Q/A
- Knowledge Checks

Day 2: Tuesday (VIRTUAL)

Time: 10:30AM-4:00PM (CT)

Key Highlights:

- Mission Moments + ALSAC/St. Jude History
- Brand Orientation
- ALSAC Resource Center & Brand Central Overview
- Performance
- Core Competencies
- Organizational Structure
- ALSAC tips and insights
- Knowledge Checks

People Leader Training (held on specific dates every other month)


Time: 1:00PM-3:00PM (CT)

Key Highlights:

- New Manager Essentials & Future Training Expectations

(Agenda continued on page 2)

Art inspired
by St. Jude
patient Jean



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Onboarding Reconnect (3-4 months after start date)

Time: 10:00AM-1:00PM (CT)

Key Highlights:

- Deep Dive into Introductory Reviews
- Strategic Plan
- Diversity, Equity, Inclusion and Belonging
- Recognition at ALSAC
- Knowledge Checks

