

RAISING OUR NEW EMPLOYEES' AWARENESS ON DIVERSITY DURING THE INDUCTION AND INTEGRATION PROCESS

Company name : CENTRE HOSPITALIER DE LUXEMBOURG

Activity sector : Santé humaine et action sociale

Company category : Secteur Public

Description of the action

When welcoming and integrating new employees, they are made aware of Diversity during the distribution of the welcome booklet and during the institutional welcome by the Management and the HR department.

The diversity management policy is explained by the recruitment manager (specific sheet) in the booklet when the contract is signed (commitments, values, actions, etc.). A second awareness-raising session is carried out by the Management during the institutional induction module, and thus makes it possible to show the involvement of the Management.

Approach

A welcome booklet for the new employee has been prepared in the form of a booklet with a USB key attached. On this key, several fact sheets are displayed, including a specific one on the LHC Diversity Management Policy.

The welcome and integration module run by the management and the HR department is supported by a PowerPoint presentation. A theme on Diversity and the LHC's commitments is dedicated.

Objectives

- Raise awareness and involve new employees as soon as they are hired;
- Make them actors of the Diversity management policy;
- Bringing our values to life through the concrete commitments of our Diversity management policy.

Impact

Positive impact on the new employee noted immediately upon signing the contract and during the induction module. In the module's evaluation sheet, several remarks from new employees underline their satisfaction on this subject.

« To do »

- Develop simple communication and pedagogical tools adapted to the diversity of new employees.

« Not to do »

- Stick to theory and don't talk about concrete actions.